



ORDINARY MEETING

**22 February, 2005**

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**LEICHHARDT MUNICIPAL COUNCIL**
**ORDINARY MEETING OF COUNCIL**

NOTICE IS HEREBY GIVEN THAT AN **ORDINARY MEETING** OF THE LEICHHARDT MUNICIPAL COUNCIL WILL BE HELD IN THE COUNCIL CHAMBERS, LEICHHARDT TOWN HALL, 107 NORTON STREET, LEICHHARDT, ON **TUESDAY, 22 February, 2005** at **7.00 pm**.

Peter Head  
GENERAL MANAGER

**16 February, 2005**

**BUSINESS :**
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**	<b>CONFIRMATION AND/OR CORRECTION OF MINUTES OF ORDINARY AND SPECIAL MEETINGS C15/3</b>	
	<b>(BOUND SEPARATELY)</b>	
	(a) BUILDING & DEVELOPMENT COUNCIL MEETING – 7.2.04	
	(b) ORDINARY MEETING - 14.12.04	
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**\*\* COMMITTEE OF THE WHOLE**

The following items are listed for consideration by Council in Committee of the Whole with the public excluded, in accordance with the provisions of Section 10A (2) (d) of the Local Government Act, 1993.

**\*\* REPRESENTATIONS FROM THE PUBLIC TO BE CONSIDERED AS TO THE CLOSURE OF THE MEETING**

**1. TENDER FOR MORT BAY PARK SITE C – REPAIRS TO RETAINING WALLS**

*Reason: Commercial Information of a Confidential Nature*

**2. TENDER FOR COLLECTION OF DRY RECYCABLES**

*Reason: Commercial Information of a Confidential Nature*

**3. TENDER FOR MANUFACTURE, SUPPLY AND DELIVERY OF MOBILE GARBAGE BINS AND CRATES**

*Reason: Commercial Information of a Confidential Nature*

# **MAYORAL MINUTES**

**LEICHHARDT MUNICIPAL COUNCIL**

**MAYORAL MINUTES**

**DIVISION:** MAYORAL MINUTES  
**SUBJECT:** ITEM 1 MAYORAL MINUTE  
**FILE REF:** F  
**DATE:** 10 August 2007  
**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC



## LEICHHARDT MUNICIPAL COUNCIL

**MAYORAL MINUTES**

**DIVISION:** MAYORAL MINUTES

**SUBJECT:** ITEM 2 SUMMARY OF MAYORAL MINUTE RESOLUTIONS  
FROM DECEMBER 2004

**FILE REF:** F

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** NIL

**Policy Implications:** NIL

**Strategic Plan Objective:** Responsible Government – Effective Management

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL

1. **Purpose of Report**

To advise Council of the status of Mayoral Minute resolutions from December 2004.

2. **Recommendation**

That the information be received and noted.

## **PRECIS OF CORRESPONDENCE**

**LEICHHARDT MUNICIPAL COUNCIL**

**PRECIS OF CORRESPONDENCE**

**DIVISION:** PRECIS OF CORRESPONDENCE

**SUBJECT:** ITEM 3 SUMMARY OF PRECIS OF CORRESPONDENCE  
RESOLUTIONS FROM DECEMBER 2004

**FILE REF:** F

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** NIL

**Policy Implications:** NIL

**Strategic Plan Objective:** Responsible Government – Effective Management

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL

1. **Purpose of Report**

To advise Council of the status of Precis of Correspondence resolutions from December 2004.

2. **Recommendation**

That the information be received and noted.

**LEICHHARDT MUNICIPAL COUNCIL**

**PRECIS OF CORRESPONDENCE**

<b>DIVISION:</b>	PRECIS OF CORRESPONDENCE
<b>SUBJECT:</b>	ITEM 4 JAMES HARDIE – HEADS OF AGREEMENT
<b>FILE REF:</b>	F97/00316
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

Council in July 2004 resolved as follows:

*That Leichhardt Municipal Council boycotts all James Hardie products until full compensation is guaranteed to existing and future victims of asbestos related disease.*

*That the Mayor on behalf of Council writes to James Hardie Industries informing them of our decision to boycott their products, and the reasons for the boycott.*

*That the Mayor on behalf of Council writes to the Labor Council of NSW and the CFMEU informing them of our decision to boycott James Hardie Industries.*

Attached is correspondence from James Hardie Australia Pty Ltd and the United Services Union which outlines a Heads of Agreement which James Hardie has signed with the Australian Council of Trade Unions, Unions NSW, asbestos support groups and the NSW Government, to provide long-term funding of asbestos related personal injury claims against former James Hardie companies.

Both James Hardie and the USU have requested that Councils lift bans on James Hardy products. The ACTU Secretary, Greg Combet, is also reported on the ACTU web page as stating that "While James Hardie performs its obligations towards a binding agreement the ACTU does not wish to see any further conduct that would be harmful to the business of James Hardie". However at its meeting of Friday 4 February 2005, the Executive of the LGA resolved to write to James Hardie commending them on signing the Heads of Agreement, and advising James Hardie and other parties that the LGA looks forward to advice that the legally binding agreement is signed, and once signed, LGA will write to all councils suggesting that restrictions be eased on purchasing James Hardie products. A copy of the update from the LGA in the Local Government Weekly for Friday 11 February is also attached. It is recommended that Council adopt the approach recommended by the LGA.

**Recommendation**

That the Leichhardt Council boycott of James Hardie products remain in place until notification is received from the LGA that the legally binding agreement between all parties is signed.

**LEICHHARDT MUNICIPAL COUNCIL**

**PRECIS OF CORRESPONDENCE**

<b>DIVISION:</b>	PRECIS OF CORRESPONDENCE
<b>SUBJECT:</b>	ITEM 5 5TH ASIA PACIFIC CITIES SUMMIT - CHINA
<b>FILE REF:</b>	F97/00253
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

Attached is correspondence from the Lord Mayor of City of Brisbane asking the Mayor to consider leading a delegation to attend the fifth Asia Pacific Cities Summit, in the City of Chongqing, China from 11-14 October 2005.

Recommendation:

The information be received and noted.

**LEICHHARDT MUNICIPAL COUNCIL**

**PRECIS OF CORRESPONDENCE**

<b>DIVISION:</b>	PRECIS OF CORRESPONDENCE
<b>SUBJECT:</b>	ITEM 6 INTERNATIONAL COUNCIL FOR LOCAL ENVIRONMENTAL INITIATIVES
<b>FILE REF:</b>	F99/00056
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

Attached is a letter from the International Council for Local Environmental Initiatives (ICLEI) updating Council on the expansion of Cities for Climate Protection Australia and requesting a Councillor contact for 2005.

**RECOMMENDATION**

That Council nominate the Mayor as contact for the International Council for Local Environmental Initiatives for 2005.



**LEICHHARDT MUNICIPAL COUNCIL**

**PRECIS OF CORRESPONDENCE**

<b>DIVISION:</b>	PRECIS OF CORRESPONDENCE
<b>SUBJECT:</b>	ITEM 7 CIRCLES OF LIGHT ASSOCIATION – HALL HIRE
<b>FILE REF:</b>	F97/00546
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

Attached are two letters from the Circles of Light Association Inc.

a) The first request is seeking the community rates for the use of the hall at the Lilyfield Community Centre each fortnight on Wednesdays throughout 2005 commencing in February.

The cost of hiring the hall for each session is \$38.00 plus \$160.00 refundable bond.

For organisations **seeking the community rate**, Council's Hall Hire Policy and Procedures state;

*“Unless otherwise determined by Council, to be eligible for Community rates an organisation must meet the following criteria;*

*Must be community, religious, arts or politically based and operating principally for the benefit of the Leichhardt community*

*Must be located in the Leichhardt Municipality”,*

The Circle of Light Association also meets at the Centre on the 1<sup>st</sup> Friday of the month. They pay community rates and have done so for many years.

In accordance with the above policy, the group is eligible for the community rate (which is a 25% reduction on full rate).

b) The second request is seeking a fee waiver for the use of the Lilyfield Community Centre hall on 3 January 2005 from 7.00pm – 9.00pm for a meeting to discuss how to assist victims of the tsunami.

The cost of hiring the hall on the day was \$76.00 plus a \$160.00 refundable bond.

In accordance with the above policy, the group is eligible for the community rate.

Given that the meeting on 3 January 2005 was for the purposes of fundraising for the tsunami victims, it is recommended that the hall charge be waived.

**RECOMMENDATION**

1. The Circles of Light Association be granted the community rate for their use of the Lilyfield Community Centre fortnightly on Wednesdays throughout 2005.

2. The Circles of Light Association be granted a full fee waiver for their use of the Lilyfield Community Centre on 3 January 2005.

**LEICHHARDT MUNICIPAL COUNCIL**

**PRECIS OF CORRESPONDENCE**

<b>DIVISION:</b>	PRECIS OF CORRESPONDENCE
<b>SUBJECT:</b>	ITEM 8 2005 AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION CONFERENCE
<b>FILE REF:</b>	F97/00607
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

Attached is an e-mail received from Albury City Council in relation to the 2005 Annual Conference of the Australian Local Government Women's Association to be held in Albury from Thursday 17 March to Sunday 20 March 2005.

As the conference will be held in March, Councils sending delegates to the conference have been asked to list this as an agenda item at the February Council meeting.

The conference program and registration details are not yet available and will be mailed to Councils shortly. The budget allocation for Councillor conferences has been fully spent. Attendance at this conference will therefore require an additional budget allocation.

**Recommendation:**

That Council consider nominating delegate/s to attend the 2005 Annual Conference of the Australian Local Government Women's Association in Albury in March 2005.

## LEICHHARDT MUNICIPAL COUNCIL

**PRECIS OF CORRESPONDENCE**

<b>DIVISION:</b>	PRECIS OF CORRESPONDENCE
<b>SUBJECT:</b>	ITEM 9 FUNDING REQUEST - ITAL-AUSTRALIAN FILM FESTIVAL
<b>FILE REF:</b>	F97/00109
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

Attached is correspondence from FILEF – the Federation of Italian Migrant Workers & their Families requesting Council funding and support for their forthcoming Ital-Australian film festival, “The Weird Mob “ Film Festival to be held from the 24<sup>th</sup> to 29<sup>th</sup> May 2005.

The films will focus both on films made by first, second and third generation Ital-Australians and also on the significant way that certain Italian films have influenced the Australian Film Industry.

Some Film Festival events will be held at NSW State Parliament House, with the final three events to be held at Balmain Town Hall. There will be a minimal charge for some sessions with a free afternoon children’s session and free community session on Friday 27<sup>th</sup> May.

FILEF have requested a fee waiver for the hire of Balmain Town Hall (\$500 per day) plus a donation of \$5000 towards the overall cost to stage the event. A copy of their budget is attached.

Council’s current Events budget has an allocation of \$8000 for the staging of an Opera in the Park event in April 2005, however it is now suggested that this event be postponed in this financial year, due to the number of other events taking place around that time, such as the Norton St Festa on 6<sup>th</sup> March, the Dawn Fraser Pool Family Day on 13<sup>th</sup> March, the annual Anzac ceremonies in April, the Balmain Acoustic Concert on 24<sup>th</sup> April, plus various Seniors Week activities.

Funding allocated for the Opera in the Park could then be allocated to the proposed Film Festival.

Usually fee waiver requests for the Balmain Town Hall are referred to the Balmain Town Hall Management Committee, however given the accompanying funding request, the proposal has been packaged for formal Council consideration.

**Recommendation:**

In lieu of the Opera in the Park event, that Council donate \$5000 from the community events budget towards the Ital-Australian Film Festival in May 2005, with event expenses to be fully reconciled and forwarded to Council, and the request for a waiver of the hall hire fee be referred to the Balmain Town Hall Management Committee for report back to the Community Services Committee.

**LEICHHARDT MUNICIPAL COUNCIL**

**PRECIS OF CORRESPONDENCE**

<b>DIVISION:</b>	PRECIS OF CORRESPONDENCE
<b>SUBJECT:</b>	ITEM 10 WOMEN IN BUSINESS LUNCH - SPONSORSHIP REQUEST
<b>FILE REF:</b>	F97/00109
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

Attached is correspondence from the Village Voice newspaper requesting Council sponsorship towards the forthcoming Women in Business Seminar and Networking Lunch to be held at Le Montage in Leichhardt on Tuesday 5<sup>th</sup> April, 2005.

The Seminar this year will include an interview of four local successful women by Village Voice publisher, Kylie Davis and will provide valuable and personal insights into the success of these women.

The event has been structured to ensure that each participant gets value and a benefit, and that the sponsors receive a return on their investment and exposure in line with their commitment.

There are several sponsorship packages available:

Platinum Sponsorship package - \$3500  
Gold Sponsorship package - \$2000  
Ad Booster Sponsorship package - \$750

Details of individual sponsorship packages are attached. Council provided sponsorship of \$750 in 2004.

Sponsorship will provide Council with exposure as an official sponsor in the local media and will demonstrate Council's commitment to supporting both women in business and the business community in general.

**Recommendation:**

That Council provides an Ad Booster sponsorship of \$750 from Council's Events Budget towards the Village Voice Women in Business Seminar and Networking Lunch on Tuesday 5<sup>th</sup> April 2005, in line with the level of sponsorship provided in 2004.

## LEICHHARDT MUNICIPAL COUNCIL

**PRECIS OF CORRESPONDENCE**

<b>DIVISION:</b>	PRECIS OF CORRESPONDENCE
<b>SUBJECT:</b>	ITEM 11 MARITIME BOUNDARY NEGOTIATIONS BETWEEN AUSTRALIA & EAST TIMOR
<b>FILE REF:</b>	F97/00059
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

Attached is correspondence from the Minister for Foreign Affairs in response to Council's Motion 59 introduced at the Annual Conference of the Local Government Association, requesting that the Minister for Foreign Affairs advocate a boundary on international standards that will maximise revenue from gas and oil fields in the Timor Gap for the people of East Timor.

**Recommendation:**

The information be received and noted.

## LEICHHARDT MUNICIPAL COUNCIL

**PRECIS OF CORRESPONDENCE**

<b>DIVISION:</b>	PRECIS OF CORRESPONDENCE
<b>SUBJECT:</b>	ITEM 12 DEVELOPMENT OF FRIENDSHIP ARRANGEMENTS WITH EAST TIMOR COMMUNITIES
<b>FILE REF:</b>	F00/00059
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

Attached is correspondence from Genia McCaffrey, on behalf of the Local Government Association of NSW, inviting Councils to participate in a community to community friendship relationship program with Timor Leste and to consider a donation of \$500 towards the establishment of a Friendship City Liaison position in East Timor.

Leichhardt Council has, for many years, enjoyed a Friendship City arrangement with Maliana in East Timor where a library and community centre have been built, and Council has previously resolved to continue this support.

A Mayoral Minute of 28 November 2003 also expressed support for and a willingness to donate funding for the establishment of the Friendship City Liaison position.

The annual cost to engage an East Timorese Friendship City Liaison Officer in the Department of Local Government in East Timor is \$15,000 with donations being met by local government in Australia, through both the Victorian Local Government Association and the NSW Local Government Association.

Funding to cover this donation was allocated in Council's East Timor budget for 2004/5.

**Recommendation:**

That Council advise the Local Government Association of it's ongoing support for the Friendship City relationship with East Timor, in particular with Maliana and also support the request for a donation of \$500 towards the establishment of a Friendship City Liaison position in East Timor.



**LEICHHARDT MUNICIPAL COUNCIL**

**PRECIS OF CORRESPONDENCE**

<b>DIVISION:</b>	PRECIS OF CORRESPONDENCE
<b>SUBJECT:</b>	ITEM 13 LEICHHARDT MARRICKVILLE HOUSING FORUM
<b>FILE REF:</b>	F03/00300
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

Attached is correspondence from Leichhardt Marrickville Housing Forum. The Forum, comprising of government and non-government organisations, was recently established to improve affordable housing options for people on low to moderate incomes living in the Leichhardt and Marrickville local government areas. Leichhardt Council is represented on the Forum by Stuart Gibb, Team Leader Community Development.

One of the Forum's major projects for 2005 is to hold a two day Affordable and Sustainable Housing Expo to be held in September 2005. The Expo will bring together service providers to provide information to local residents encompassing aspects of sustainable and affordable housing. The high cost of housing in the area increasingly affects people on moderate as well as low incomes. Housing affordability is also critical issue for older people and people with a disability in the inner west. The expo attempts to address housing affordability for these groups in an innovative way.

To assist with the organisation of the event, the Forum has asked Leichhardt Council to contribute \$2000 to assist with the costs associated with organising the event. Marrickville Council has also been approached to contribute \$2000 to the event.

Adequate funds are available from within the Community Development Aged & Disability Program vote, the recommendation is worded accordingly.

**Recommendation**

That \$2000 be allocated from the 04-05 Community Development Aged & Disability Program budget to the Leichhardt Marrickville Housing Forum to assist with the costs associated with running the Affordable and Sustainable Housing Expo.

**LEICHHARDT MUNICIPAL COUNCIL**

**PRECIS OF CORRESPONDENCE**

<b>DIVISION:</b>	PRECIS OF CORRESPONDENCE
<b>SUBJECT:</b>	ITEM 14 LIFE EDUCATION NSW REQUEST FOR FINANCIAL ASSISTANCE
<b>FILE REF:</b>	F97/01556
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

Attached is correspondence from Life Education NSW seeking support in providing the Life Education program to the Leichhardt Council region. Life Education is a not for profit community based organisation whose primary goal is the provision of preventative drug and alcohol education programs to the community, especially young people in school.

During the school year of 2005 the Inner West van for Life Education will be visiting 5 schools that are within the Leichhardt LGA, these schools are:

- Orange Grove Primary School
- St Fiacre's Primary School
- St Brendan's Primary School
- Balmain Primary School
- Nicholson Street Primary School

Cost to have the van towed from school to school by an independent towing company is between \$150 and \$200 per move. Given the five schools the cost to move the van will be at least \$750 and Life Education is requesting a donation from Council to cover this amount.

Due to an extended vacancy in the Youth Events and Training budget is underspent this financial year in this account. Adequate funds are available to carry out this years program within the present budget allocation. It is recommended that the \$750 be allocated from this budget area.

**Recommendation**

That \$750 be allocated from the Youth Events and Training budget to Life Education being for the education program within the Leichhardt Council region.

**GENERAL MANAGER**

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** GENERAL MANAGER

**SUBJECT:** ITEM 15 SUMMARY OF GENERAL MANAGER  
RESOLUTIONS FROM DECEMBER 2004

**FILE REF:**

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** NIL

**Policy Implications:** NIL

**Strategic Plan Objective:** Responsible Government – Effective Management

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL

1. **Purpose of Report**

To advise Council of the status of General Manager resolutions from December 2004.

2. **Recommendations**

That the information be received and noted.

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** GENERAL MANAGER

**SUBJECT:** ITEM 16 STANDARD ENTERPRISE AGREEMENT FOR BUILDING INDUSTRY.

**AUTHOR:** PETER HEAD, GENERAL MANAGER

**FILE REF:** F97/00201

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** Nil

**Policy Implications:** Requires a policy decision by Council to implement additional work hour restriction planning controls.

**Strategic Plan Objective:** Natural Environment - noise reduction

**Staffing Implications:** May require compliance monitoring.

**Notifications:** New restrictions will form part of the standard work hour development consent restrictions

**Other Implications:** NIL

## 1. Purpose of Report

To advise Council of issues relating to the CFMEU's request that Council prohibit in new development applications over an agreed value, construction work being undertaken on public holidays and adjacent weekends and on CFMEU Industry Agreement RDO's.

## 2. Recommendation

That Council, as a condition of development consent for all works except single dwelling construction, adopts a policy that precludes work, in addition to current work restrictions, on Saturdays aligned with Public Holiday periods and fixed industry rostered days off as scheduled by the CFMEU and the Master Builders Association of NSW and as contained in the EBA Enterprise Agreement.

## 3. Background

The CFMEU has negotiated agreements with employers to improve quality of work and family life for its members as well as benefits for local residents nearby to building sites by limiting work on public holidays and adjacent weekends, and on fixed industry RDO's. The agreement provides employees in the construction industry with access to a rostered day off (RDO ) once every four weeks, and prohibits work on public holidays generally and Saturdays (6 in all) which coincide with a Public Holiday period and a fixed industry RDO. The public holidays and the one fixed RDO are adjacent to Australia Day, Easter weekend, Anzac Day, Queen's Birthday, Labour Day and the December Union Picnic Day.

As far as residents are concerned, the effect of this agreement would be to minimise Saturday morning construction noise from major sites essentially during weekends aligned with Public Holidays. Council already prohibits construction work on Sundays, Public Holidays and Saturday afternoons after 1.00pm.

The CFMEU has requested that these restrictions apply to all new development applications over an agreed value.

Council, in October last year, referred the CFMEU request to the LGSA to consider the practicalities and legalities.

A few Council's (details follow) have adopted a policy of this nature relating to only major works or large construction sites.

## 4. Report

- 4.1 Legal advice has been obtained from the LGSA which indicates that it would be inappropriate to use Council's planning controls to address only employment related issues. The advice refers to a test that has been formulated by the courts relating to the validity of a condition of consent.

The test requires that for a condition to be valid it must meet all three of the following:

- i. Be for a planning purpose or relate to a planning purpose
- ii. Fairly and reasonably relate to the subject development
- iii. Be such that a reasonable planning authority could have properly imposed.

The LGSA also expressed concern that there are a myriad of Enterprise Agreements in the building Industry and this request might represent the majority but not all agreements or RDO schedules.

- 4.2 Despite this advice, if the control addresses broader amenity issues eg noise control then this should be seen as a valid planning purpose. In this regard the nature of the local area is such that work on weekends can impact on the amenity of neighbouring dwellings, due to noise, dust, traffic and other problems associated with development construction. Prohibiting work on an extra six Saturdays per year on major building sites will no doubt assist resident amenity.
- 4.3 In order to improve residents' amenity Ashfield, Waverley and the City of Sydney Councils have recently adopted resolutions banning work on holiday weekends and CFMEU industry RDO's. The City of Sydney, Ashfield and Waverley Councils have exempted single dwelling / owner occupier renovations from the policy or reference has been made to the conditions only applying to "major works".
- 4.4 Leichhardt Council's current site controls provides that "excavation, building or subdivision work....be restricted to the hours of 7am to 5.30pm Monday to Friday inclusive, 7am to 1pm Saturday. Work is not to be carried out on Sunday or Public Holidays"
- 4.5 On the down side if there is a restriction on the hours available to undertake such work on major construction sites there will be an equal extension to the time it takes to complete such projects and the related disruption to the immediate area in terms of traffic, general amenity and other impacts. However the impact of this during the working week is considered generally to be less significant than on a Saturday morning. It is also conceded that the bulk of our development work (approx) 80% is single dwelling construction.



## LEICHHARDT MUNICIPAL COUNCIL

**REPORT**

**DIVISION:** GENERAL MANAGER  
**SUBJECT:** ITEM 17 LEAVE OF ABSENCE - COUNCILLOR MURPHY  
**AUTHOR:** PETER HEAD, GENERAL MANAGER  
**FILE REF:** F97/01310  
**DATE:** 10 August 2007  
**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** NIL  
**Policy Implications:** NIL  
**Strategic Plan Objective:** Responsible Government -Effective Management  
**Staffing Implications:** NIL  
**Notifications:** NIL  
**Other Implications:** NIL

**1. Purpose of Report**

To inform Council that the Mayor, Cr Alice Murphy, will be taking leave of absence from 28 February 2005 to 20 March 2005.

**2. Recommendations**

- 2.1 That Council note that the Mayor, Cr Alice Murphy, will be taking leave of absence from 28 February 2005 to 20 March 2005
- 2.2 That Council note that the Deputy Mayor, Cr Carolyn Allen, may exercise any function of the Mayor during this period of absence in accordance with Section 231(3) of the Local Government Act (1993).

**3. Report**

Cr Alice Murphy has advised that she will be taking leave for the period from 28 February 2005 to 20 March 2005.

In the absence of the Mayor, Section 231(3) of the Local Government Act (1993) provides that the Deputy Mayor may exercise any function of the Mayor. Accordingly, while the Mayor is on leave the Deputy Mayor, Cr Carolyn Allen, may exercise the functions of the Mayor.

## LEICHHARDT MUNICIPAL COUNCIL

**REPORT**

**DIVISION:** GENERAL MANAGER  
**SUBJECT:** ITEM 18 M4 EAST TUNNEL  
**AUTHOR:** SHANE MCARDLE (MEDIA & PUBLIC AFFAIRS)  
**FILE REF:** F04/00036  
**DATE:** 10 August 2007  
**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** Budget allocation fully committed with a possible \$5,000 overrun with the vision leaflet.

**Policy Implications:** Consistent with Council policy on M4 East

**Strategic Plan Objective:** 2.1 Transport  
5.1 Enhanced Image

**Staffing Implications:** Media & Public Affairs Officer to coordinate M4 East Tunnel campaign.

**Notifications:** Will occur as required

**Other Implications:** Nil

## 1. **Purpose of Report**

This report is to provide an update to the Council on the campaign opposing the M4 East Tunnel that has been proposed by the Roads and Traffic Authority.

## 2. **Recommendations**

It is recommended that Council:

- 1) Receive and note this report;
- 2) Continue pursuing additional M4 East media liaison in house;
- 3) Organise a further meeting of the M4 East Taskforce to coincide with the release of the EIS in order to confirm or refine existing strategy to deal with the release of the Environmental Impact Statement;
- 4) follow up on the request made to adjoining Councils for financial assistance;

## 3. **Background**

### 3.1 **History**

In July 2002 the Minister for Roads Carl Scully announced that the State Government would investigate building an M4 East Motorway including a possible tunnel to connect the M4 Motorway at North Strathfield to Parramatta Road and the City West Link at Ashfield.

In December 2003, the RTA released its M4 East Options Report which was a summary of the feasibility study and options assessment. At that time, the RTA nominated the short tunnel option as their preferred option.

### 3.2 **Community and Council Response**

Council has vigorously opposed the M4 East Tunnel options since February 2004. Almost 250 residents attended a public meeting at Leichhardt Town Hall on 16th February 2004 and a resolution, rejecting all of the options, was unanimously supported. Over 100 residents also signed a petition to this effect.

The Mayor at the time, Cr Sheehan moved a Mayoral Minute in opposition to the M4 East proposal at the February Ordinary Council Meeting (24 February 2004). This Mayoral Minute rejected outright all options including the long tunnel option and to commence a public campaign against the RTA plan.

Resolutions opposing the M4 East tunnel were also passed at the Ordinary Council meetings in March (16 March 2004), May (25 May 2004) and June (22 June 2004) which included the call for a more integrated strategic approach towards planning for transport and a proposal to establish a taskforce of community members and representatives to co-ordinate the campaign of opposition.

Also, at the June Ordinary Meeting, current Mayor Cr Murphy moved a Mayoral Minute to step up the public campaign in opposition to the tunnel including advertising in the local press, the cost of which would be shared with Ashfield Council.

### **3.3 Announcement of a Reconsidered Preferred Option**

In a media release dated 26 June 2004, the Minister for Roads, Carl Scully announced a reconsidered preferred option for the M4 East proposal community.

The preferred option, which lengthens the formerly preferred Short Tunnel route by a kilometre, adds a further \$300 million dollars to the project, bringing the total estimated cost to \$1.8 billion. The proposed tunnel will now substantially bypass Haberfield, joining the City West Link near Dobroyd Point, just east of the Timbrell Drive intersection.

Although the new alignment reduces the impacts upon the residents of Haberfield in the neighbouring Ashfield local government area (LGA), the new preferred option does nothing to reduce the environmental and traffic impacts upon the Leichhardt LGA.

### **3.4 Council Response to Announcement of Reconsidered Preferred Option**

After the announcement of the revised proposal and extension to the tunnel, further resolutions opposing the M4 East tunnel were passed at the ordinary council meetings in July (27 July 2004), August (24 August 2004), September (28 September 2004) and December (14 December 2004)

These resolutions also established mechanisms for Council to take action in opposition to the tunnel proposal including informing the State Government of Council's position in regards to the M4 East tunnel extension, the establishment of the M4 Taskforce and the engagement of a consultant to assist with the development of this campaign (Social Change Media).

### **3.5 M4 East Taskforce**

The first meeting of the M4 Taskforce was held on 28 June 2004 with the Mayor Cr Murphy in the Chair, several Councillors & council officers from Leichhardt in attendance along with the Mayor & Deputy Mayor of Ashfield and a number of community representatives. A draft action plan was developed and was circulated

prior to its next meeting on 9 August 2004 where it was subject to further discussion before being adopted.

The last meeting of the M4 East Taskforce dated 11 October 2004 was not a formal meeting as such but a workshop designed to assist Social Change Media in developing an effective strategy for the M4 East campaign. Because of this, no formal decisions or resolutions came out of the meeting nor was a date set for any future meetings.

### **3.6 Co-ordination of Campaign**

As resolved by Council at its August Ordinary meeting, a process was initiated to select an appropriate consultant to assist with the development of a strategy to oppose the M4 East tunnel. After the process of interviewing which was delegated to the Mayor and General Manager (in consultation with the Taskforce), Social Change Media was selected as the successful campaign consultant.

The then Director of Environmental & Community Management worked closely with Social Change Media to develop an effective campaign strategy within the budgetary constraints imposed and the timeframe allowed. The Social Change Strategy Development Report was tabled at the November Ordinary Meeting and was endorsed by Council as the framework to oppose the M4 East proposal.

### **3.7 Budget – M4 East Campaign**

At the August Ordinary Meeting, Council resolved to allocate a further \$50,000 towards the M4 East campaign on top of the \$10,000 major issues budget already allocated. From that extra \$50,000, Council also resolved that:

- \$16,500 of this budget allocation be used to employ a consultant to assist in the development of a strategy to oppose the M4 consistent with Council's previous resolutions; and
- \$30,000 be allocated for a Traffic Consultant who will be engaged to prepare a critical analysis of the EIS released by the RTA.

### **3.8 Approach to Other Councils**

Letters have been sent to Marrickville and Canada Bay Councils and approaches made to the City of Sydney seeking a contribution.

Ashfield Council did make a commitment to provide some funding to share the cost of advertising referred to in the Mayoral Minute passed at the June ordinary Council meeting. However, as Council resolved to pursue other campaign strategies, Ashfield Council did not follow through with this commitment.

Canada Bay Council has resolved to pursue in house campaign strategies so will not be providing funding to assist the M4 Taskforce campaign. To date, no

response has been received from Marrickville Council or City of Sydney Council to this request.

## 4. **Report**

### 4.1 **Campaign Update**

Since Council resolved to adopt the Social Change Strategy Development Report at its November Ordinary Meeting, a number of key components of the campaign strategy have been implemented or are in the latter stages of preparation.

#### 4.1.1 Campaign Branding

During the development of the campaign strategy, it was identified by research using focus groups that there was a lower than expected recognition of the detrimental effects such a proposal would have on the community. Therefore, it was necessary to develop a separate highly recognisable brand and logo to use on all publications and material.

The logo developed “Save Our Streets – Stop the M4 East” is easily recognisable and will remind residents of the what the Council is doing to protect their health and well being if it turns into a protracted campaign.



Figure 1: Final Logo design

#### 4.1.2 Impacts Leaflet

Also in order to combat this lack of recognition and to raise awareness of the issues involved, an Impacts Leaflet was prepared and printed. An important part of this leaflet is a detachable card that residents can return by post or hand deliver to Council expressing their opposition to the RTA proposal and calling for the Minister for Infrastructure & Planning to reject this proposal.

It is envisaged that after a period of time, all responses from residents will be collated to form a petition that the Mayor will attempt to present to the Minister of

Infrastructure and Planning prior to the announcement of the decision on the Tunnel option.

This leaflet was delivered to all residents of the Leichhardt LGA commencing Monday 17 January 2005. At the time of deadline for this report, Council has received approximately 600 responses from residents.

#### 4.1.3 "Stop the M4 East" Website

Another important aspect of the campaign strategy was the development of an interactive website that is campaign specific but linked to the general Council website. A link to the campaign website has been placed in a prominent location on the general site in order to make it as easy as possible for residents to find the campaign site.

This website found at [http://www.lmc.nsw.gov.au/campaigns/m4\\_east/](http://www.lmc.nsw.gov.au/campaigns/m4_east/) was designed to inform residents of the issues involved and allow them to have their say on the proposal by way of emailing key NSW Government Ministers and Local State MP's. Residents can also email Council with their past experiences of coping with congestion on our roads or unnecessary delays they have been forced to cope with.

At the time of deadline for this report , the following number of emails have been sent to the State Government Ministers using the "take action" webpage form:

<b>State Minister/MP</b>	<b># of emails</b>
The Hon. Craig Knowles MP	65
The Hon. Bob Carr MP	50
The Hon. Michael Costa MLC The Hon. Carl Scully MP	45
The Hon. Sandra Nori MP	45
Ms Angela D'Amore MP	45

This option appears to be a very effective tool for residents to express their opposition to the M4 East tunnel and for Council to use the information provided to refine and enhance the campaign.

#### 4.1.4 Banners

To advertise the campaign website and the campaign itself, banners will be displayed at the following Council designated locations:

Norton Street, Leichhardt: 17 – 24 January 2005  
15 – 31 March 2005



Victoria Road, Rozelle: 17 – 24 January 2005  
1 – 31 March 2005

Balmain Town Hall: 15 – 28 February 2005

Darling Street, Rozelle: 15 – 28 February 2005  
1 – 7 March 2005

#### 4.1.5 Traffic Consultant

Council resolved at the September Ordinary Meeting to seek expressions of interest from traffic consultants to undertake a critical review of the M4 East Environmental Impact Statement when it is released.

Following the EOI process, the firm of Gutteridge Haskins and Davey (GHD) was selected to review the EIS for a total cost of \$29,731 + GST (total of \$32,704).

Council has written to GHD to inform them of this decision and to request that they commence preliminary studies on the project in accordance with the brief.

## 4.2 Expenses to Date & Expected

At the August Ordinary Meeting, Council resolved to allocate a further \$50,000 towards the M4 East campaign on top of the \$10,000 major issues budget already allocated. So far, the following money has been paid from this budget allocation:

“Stop the M4 East” Impacts Brochure	\$ 12,542.00
Consultant – M4 Taskforce	\$ 1,500.00
Stop the M4 East Banners	\$ 1,760.00
Traffic Consultant – M4 initial brief	\$ 1,224.00
M4 East Website	\$ 1,897.50
Legal & General costs	\$ 602.00
Posters – Artwork/printing	\$ 410.00
Subtotal:	\$ 19,935.50

The expected costs for stage 2 of the campaign are:

GHD Traffic Consultants Report	\$ 32,704.00
Vision leaflet	\$ 12,322.20
Total:	\$ 65,000.00 (approx)

## 4.3 Marrickville Council - Truck Tunnel

For some time, Marrickville Council supported an alteration to the M4 tunnel proposal by building a traffic tunnel under the Marrickville LGA for the purposes of

reducing the number of heavy vehicles and container trucks that drive through the LGA between Port Botany and Mascot to their destination in the western suburbs.

At its ordinary meeting dated Tuesday 14 December 2004, Marrickville Council formally altered its position on the truck tunnel to that of opposition. In a Mayoral Minute, Marrickville Council resolved to oppose any proposal to create a tunnel under the Marrickville LGA. Mayor of Marrickville, Cr Morris Hanna said that this reversal of position was in direct response to extensive opposition and feedback from the community.

Marrickville Council also resolved to write to the Minister for Roads, the Hon. Carl Scully MP and the Minister for Infrastructure and Planning, the Hon. Craig Knowles MP expressing their opposition to the tunnel and calling on State Government to plan for an improvement of public transport services as well as infrastructure/policy development to transfer freight container transport onto rail rather than road transport.

#### 4.4 Ashfield Council

On 30 September 2004, Ashfield Council lodged an injunction in the Supreme Court of NSW arguing that the RTA must obtain consent from Ashfield Council, as the appropriate roads authority, before carrying out geotechnical drilling work in Haberfield for the M4 East extension proposal.

In granting the injunction, Justice Palmer declared that consent by Ashfield Council was required to conduct testing at the sites specified in Haberfield and that if the RTA carried out drilling work without consent, the RTA would contravene the Roads Act 1993 (NSW).

On Wednesday 12 January 2005, the State Government Gazetted the Roads (General) Amendment (M4 East Motorway Declaration) Regulation 2005. This means that the RTA is the Roads Authority for a two month period only, for certain roads within Haberfield.

As a result of this amendment to the Roads Act, the RTA and its contractors will be able to drill and carry out reasonable works on these roads without Council permission. In response to this move, Mayor Cr Jones wrote to all residents of Ashfield LGA informing them of the move by the State Government and called on all residents to express their views directly to the State Government.

#### 4.5 Release of EIS

Initially the Roads and Traffic Authority thought that the EIS would be released in late January or early February however, it is now expected that the EIS will be further delayed until the beginning of March at the earliest.

Once the EIS is released, Council's consultant will prepare a critical analysis of the EIS. This report will be used by Council to develop the 2<sup>nd</sup> stage of the campaign which will include a "vision" leaflet designed to outline the faults of the proposal exposed in the EIS and to inform residents of alternative strategies that Council will put to the State Government. This leaflet will be delivered to all households in the LGA.

## **5. Summary/Conclusions**

Once the EIS is released, stage 2 of the campaign should be implemented immediately so that the campaign does not lose its momentum. In the interim, the Media and Public Affairs Officer will pursue additional media liaison in house.

It is recommended that Council organise a meeting of the M4 Taskforce to coincide with the release of the EIS in order to confirm or refine the existing M4 East campaign strategy in preparation for the release of the EIS expected sometime in March.

Due to the change in policy position by Marrickville Council, it is recommended that Council follow up on its request for support and financial assistance to help fund the ongoing campaign strategy. It is also recommended that a follow up request be made to the City of Sydney Council.

## LEICHHARDT MUNICIPAL COUNCIL

# REPORT

<b>DIVISION:</b>	GENERAL MANAGER
<b>SUBJECT:</b>	<b>ITEM 19 MARKETING AND PROMOTIONS CAMPAIGNS FOR THE BUSINESS CENTRES</b>
<b>AUTHOR:</b>	PETER HEAD
<b>FILE REF:</b>	F97/00006
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

### DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS

<b>Financial Implications:</b>	Current budget allocations available for 2004 – 2005 with further funding allocations to be considered in the draft 2005 – 2008 Management Plan & Budget
<b>Policy Implications:</b>	Consistent with existing policies to support the Leichhardt LGA business centres
<b>Strategic Plan Objective:</b>	Built Environment - Commercial Development
<b>Staffing Implications:</b>	Project coordination between the Media Officer, Community Liaison Officer and the General Manager.
<b>Notifications:</b>	Businesses will be extensively consulted and invited to participate in the campaign
<b>Other Implications:</b>	Opportunities to reinforce relations and partnerships between businesses themselves, local Chambers of Commerce and Council Businesses will be extensively consulted and invited to participate in the campaign

## 1. Purpose of Report

To provide Council with a progress report on the implementation of marketing and promotions campaigns for the Leichhardt/Annandale and Balmain/Rozelle business centres; and to consider on going campaign funding arrangements for 2005/6 and beyond

## 2. Recommendations

- 2.1 That Council receive and note the progress report on implementation of marketing and promotions campaigns for the Leichhardt/Annandale and Balmain/Rozelle business centres.
- 2.2 That a committee of interested Councillors and the Leichhardt business centre working group be convened in late March/early April to discuss and review the Leichhardt business centre study progress and the 1<sup>st</sup> draft master plan.
- 2.3 That a similar committee of interested Councillors and Balmain/Rozelle business representatives meet to discuss and review campaign progress and direction once a marketing/promotions consultant for this business centre has been engaged.
- 2.4 That consideration be given in the forthcoming draft 2005/2008 Management Plan and Budget to allocating \$50,000 to each of the Leichhardt/Annandale and Balmain/Rozelle business centres for an ongoing marketing and promotions campaign in line with final campaign master plans.

## 3. Background

Council, at its meeting of the 23<sup>rd</sup> November 2004 resolved as follows:

1. Allocates, in lieu of holding two meter free sessions,\$30,000 for each of the Leichhardt/Annandale and Balmain/Rozelle business centres to be supplemented by local business/local chamber funds in order to immediately develop and implement an on going and sustainable marketing and promotion campaign targeted to the business centres respective needs and priorities; and that the campaign development be commenced immediately with a detailed implementation report to be submitted to Council at its February meeting including recommendations for ongoing funding for the draft 2005/6 management plan and budget.
2. A Committee of Councillors be convened to examine the proposals (in consultation with Chambers of Commerce) and other options to revitalise mainstreets.
3. Endorses the location for installation of an additional 51 by 15 minute free parking spaces to be installed prior to Christmas in Leichhardt, Rozelle and Balmain

4. Notes the strategies contained in this report for extra on and off street parking opportunities in and around Leichhardt, Rozelle and Balmain and in particular;
  - 4.1 Immediately consult with residents and businesses for the introduction of angle parking in William Street Leichhardt with a report to the February Traffic Committee and Ordinary Council Meeting
  - 4.2 Prepare and exhibit a concept plan to provide for additional off street parking on Council's current Leichhardt civic precinct site; the Merton St Rozelle site; and the John McMahon child care centre site.
  - 4.3 Investigate the option for introduction of angle parking opportunities in Booth St Balmain.
  - 4.4 Undertake construction of the Hamilton St car parking area as soon as Council becomes the owner of the site.
5. Notes that tenders will now be immediately sought for parking meter maintenance and specific operational improvements including extra lighting, new signage and parking meter conversion from multi bay to pay n display for easier operational use.
6. Exhibit the Norton St proposals for street furniture and street lighting improvements early in the New Year following initial consultation with the Leichhardt Chamber of Commerce; with a report back to Council in March 2005.

#### 4. **Report**

##### **The Leichhardt/Annandale Business Centre**

To start the project and following preliminary discussions with Council, the Chamber and Anthony Medich on behalf of some other local businesses, an initial working group meeting was convened in January to discuss and confirm the campaign objectives and how to best achieve these objectives.

Initial working group representatives consisting of the Leichhardt Chamber – Gary Spiteri ; Norton Plaza – Anthony Medich ; Berkelouw's Book Store – Robert Berkelouw ; Italian Forum – David Humphries and Paul Nicholson ; Elio Restaurant – Elio Cordaro ; Villa Rosa – Lino Raiti; Leichhardt Council – Gail Clifford (Community Liaison Officer), Shane McCardle (Media and Public affairs), Peter Head (General Manager) have met twice and agreed to the following :

##### **The Campaign Objective:**

- To improve business generally within the Leichhardt business centre including increased visitation and increased retail sales.

**The Process:**

- Develop a marketing and promotions master plan and accompanying campaign action plan using an experienced public relations/marketing consultant
- Prepare a consultancy brief based on feedback and priorities from the businesses and engage an experienced public relations/marketing consultant to:
  - Clearly identify opportunities to effectively market and promote the Leichhardt business centre plans – with a key theme of the business centre being fresh, vibrant and multicultural.
  - Develop an overall campaign master plan with relevant marketing and promotional strategies and timeframes with projected annual on going expenses for a sustainable marketing and promotions campaign
  - Prepare specific 2004/2005 and 2005/2006 action plans with estimated itemised costs, timeframes and key performance measures for each action

During the study, the successful consultant will also remain alert to and advise of any external campaign funding opportunities including options for revenue generation (eg sponsors; or more businesses voluntarily contributing to the campaign etc).

The business representatives also agreed that the campaign should start with the Leichhardt business centre as a demonstration case and if successful, opportunities would be identified to extend the campaign into Annandale.

Currently the brief is out to 4 consultants who are required to respond by close of business on Friday 18 February.

**The reporting and project deadlines:**

- Respond to the brief by Friday 18<sup>th</sup> February 2005
- Short listed consultants will be notified on Wednesday 23 Feb of the requirement to attend an interview and provide a short presentation to the working group on Tuesday 1<sup>st</sup> March.
- Commence the study no later than 5 working days after formal acceptance in writing by Council of the consultancy – formal acceptance by Council to be no later than end February /early March.
- Submit a detailed works program within one week of appointment
- Submit a draft campaign master plan report to the working group including strategies, timeframes and cost estimates; and identified external funding sources/other revenue generating opportunities; by early April 2005.
- Submit draft 2004/2005 and 2005/2006 action plans including timeframes, cost estimates and key performance measures to the working group by mid April 2005.
- Submit final master plan and action plan reports to the working group and interested Councillors including opportunities to build better working partnerships between the various businesses and council by early May 2005

**Funding to date:**

For the initial 2004/2005 campaign, the Chamber and some Norton St business representatives have tentatively pledged \$22,000 as follows:

- Leichhardt Chamber - \$5000 (to be confirmed)
- Italian Forum - \$5000 (to be confirmed)
- Norton Plaza - \$5000
- Berkelouw's Book Store - \$2000
- Premier Parking - \$2000 (to be confirmed)
- Villa Rosa - \$2000
- Elio Restaurant - \$1000

The Palace Cinema and Leichhardt Marketplace have also been identified as possible contributors to the initial campaign and this is being pursued.

With Councils \$30,000 allocation, a budget of at least \$52,000 can therefore be expected for the campaign start

For the 2005/2006 budget year and beyond, Council will be asked to consider through its draft management plan and budget allocating a further \$50,000 per annum on a dollar for dollar basis with the Leichhardt/ Annandale businesses, providing a possible \$100,000 per annum total budget including any consultancy costs.

In this regard the following additional pledges for 2005/2006 have been made:

- Leichhardt Chamber - \$12,500 (to be confirmed)
- Italian Forum - \$12,500 (to be confirmed)
- Norton Plaza - \$12,500
- Berkelouw's Book Store - \$2000 plus
- Premier Parking - to be advised
- Villa Rosa - \$2000 plus
- Elio Restaurant - \$1000

**The Balmain/Rozelle Business Centre**

With the recent resignation of the Chamber President and following recent discussions with an executive committee representative of the Chamber; and a separate meeting with some Balmain & Rozelle Business network representatives, both agree that the Leichhardt campaign model looks effective and should be similarly pursued for Balmain/Rozelle.

Council has therefore commenced a process similar to the Leichhardt business centre model.



**ENVIRONMENTAL AND COMMUNITY MANAGEMENT**

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** ENVIRONMENTAL AND COMMUNITY MANAGEMENT

**SUBJECT:** ITEM 20 SUMMARY OF ENVIRONMENTAL & COMMUNITY MANAGEMENT RESOLUTIONS FROM DECEMBER 2004

**FILE REF:** F

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** NIL

**Policy Implications:** NIL

**Strategic Plan Objective:** Responsible Government – Effective Management

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL

1. **Purpose of Report**

To advise Council of the status of Environmental & Community Management resolutions from December 2004.

2. **Recommendation**

That the information be received and noted

## LEICHHARDT MUNICIPAL COUNCIL

# REPORT

**DIVISION:** ENVIRONMENTAL AND COMMUNITY MANAGEMENT

**SUBJECT:** ITEM 21 DRAFT LEICHHARDT LOCAL ENVIRONMENTAL PLAN 2000 (AMENDMENT NO 12) BALLAST POINT

**AUTHOR:** MARCUS ROWAN, TEAM LEADER PLANNING

**FILE REF:** F04/00001

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

### DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS

**Financial Implications:** Nil

**Policy Implications:** Proposed amendments to Leichhardt LEP that facilitates the redevelopment of the Ballast Point site as a major open space area; facilitates redevelopment of the existing marine facility and identifies the site as a heritage item.

**Strategic Plan Objective:** Nil

**Staffing Implications:** NIL

**Notifications:** Advertisement of the amendment at Council's administration centre, Council libraries and in the Inner Western Suburbs Courier.

**Other Implications:** NIL

## 1. Purpose of Report

This report recommends that Council adopt draft *Leichhardt Environmental Plan 2000 (Amendment No 12) – Ballast Point*, which amends the *Leichhardt Local Environmental Plan 2000 (LEP 2000)*, to:

- Facilitate the redevelopment of Ballast Point as a major open space area as a key part of the public domain of Sydney Harbour and its foreshores;
- Facilitate redevelopment of the existing marine refuelling facility on the site as a key part of the working harbour activities of Sydney Harbour;
- Rezone the site to Open Space and identify marine refuelling facilities as being permissible on the site as part of the integrated redevelopment of the site; and
- Identify the site as a heritage item.

## 2. Recommendations

It is recommended that Council:

- 2.1 Adopt Draft *Leichhardt Environmental Plan 2000 (Amendment No 12) - Ballast Point* for gazettal by the Minister in accordance with section 70 of the *Environmental Planning and Assessment Act 1979*;
- 2.2 Include the site as a heritage item of state significance pending concurrence from the NSW Heritage Office in the absence of which the site be listed as a heritage item of local significance;
- 2.3 Delegate to the General Manager to forward Council's section 69 report and request for gazettal of the draft Plan upon receipt of advice from the NSW Heritage Office and make any changes pursuant to item 2.2 arising from this advice; and
- 2.4 Note in its section 69 report that Council does not support any amendments to the draft LEP that may be necessary as a consequence of changes to the draft Master Plan since its exhibition that would have the effect of:
  - (a) *Reducing the quantum of open space,*
  - (b) *Expanding any marine refuelling facilities and sewerage pump-out systems on the site,*
  - (c) *Permitting refreshment rooms,*
  - (d) *Reducing the number of heritage items on the site.*
- 2.5 Resolve to advertise the gazettal of the *Leichhardt Environmental Plan 2000 Amendment No 12 - Ballast Point* (pending the Minister's gazettal) in Council's administration centre, Council's libraries and the Inner Western Suburbs Courier.

## 3. Background

### 3.1 Rezoning application

A rezoning application for the site of the former Caltex oil facility at Ballast Point, Birchgrove (the site) was lodged with Council in December 2003 by the Sydney Harbour Foreshore Authority (SHFA). The SHFA is the responsible agency to implement the NSW Government's undertaking to transform the site into public open space. The Government acquired the site for this purpose in September 2002.

A report concerning the rezoning request was submitted to Council's February 2004 Planning Committee meeting. The report identified a number of unresolved concerns with the proposal, principally related to heritage conservation and proposed land uses on the site. These issues were to be resolved through parallel development application (for remediation) and Master Planning processes for the site. The SHFA requested that the matter be deferred to enable the resolution of these matters prior to Council's further consideration of the rezoning request. At the February 2004 Ordinary Council meeting it was resolved:

*That the item be deferred subject to the following:*

*Any Local Environmental Plan prepared by Council for the Ballast Point site must:*

- (a) Seek to maximise open space,*
- (b) Restrict any marine refuelling facilities and control any integrated Sewerage pump-out systems on the site,*
- (c) Limit any refreshment room development,*
- (d) Preserve the heritage significance of the site.*

### **3.2 July 2004 Ordinary Council Meeting**

At the July 2004 Ordinary Council Meeting, a report was submitted discussing the SHFA rezoning application for the site and recommending that Council resolve to prepare and exhibit an amendment to Leichhardt LEP 2000. After considering the report, it was resolved that Council:

- Resolve to prepare a Local Environmental Plan, pursuant to Section 54(1) of the Environmental Planning and Assessment Act 1979, that will:
  - Rezone the Ballast Point site from Industrial to Open Space under Leichhardt LEP 2000;
  - Provide a site specific provision in Leichhardt LEP 2000 that will allow a marine refuelling facility on the site;
  - Insert a definition for "marine refuelling facility" in Leichhardt LEP 2000; and
  - List the site as a heritage item of State significance under Leichhardt LEP 2000.
- Resolve that consideration be given to including in a final LEP for the site relevant numerical standards controlling the siting and design of the proposed marine refuelling facility, sewerage pump-out system and ancillary buildings (to be determined through the Master Planning process for the site).
- Resolve to undertake consultation with relevant public authorities pursuant to Section 62 of the Environmental Planning and Assessment Act 1979.
- Agree to the issuing of a certificate to exhibit the Plan, pursuant to Section 65 of the Environmental Planning and Assessment Act 1979, under delegation.

- Resolve that the draft LEP be exhibited in conjunction with the draft Master Plan for the site.

### **3.3 Master Plan**

The rezoning request is one component of the work being undertaken to convert the site to open space. The major planning tool for the site is the preparation of a Master Plan. The development of a Master Plan is required by the provisions of State Environmental Planning Policy No. 56 – Sydney Harbour Foreshores and Tributaries (SEPP 56), which applies to the site. The Master Plan is being developed by the SHFA and will specify the design concept for the site, the location of different land uses (including a proposed marine refuelling facility), building envelopes and the location of parking and access. The draft Master Plan and draft LEP amendment for the site were exhibited concurrently in August/September 2004.

Council made a submission regarding the draft Master Plan. A copy of the submission is attachment 1. Outcomes concerning Council's submission are discussed in part 4 of this report.

### **3.4 Development Application**

A development application (DA 537-11-03) was lodged with the SHFA by the former owners of the site for the demolition of structures and remediation of the site in November 2003. Council made submissions to the SHFA concerning the development application. The submissions raised concern with the extent of heritage investigations carried out on the site, upon which justification for the demolition of structures on the site was based. The submission requested that further heritage investigations be undertaken before the further assessment of the development application. Council also undertook a critical review of the Remediation Action Plan submitted with the development application, and provided comments to the SHFA on these issues. The development application was approved with conditions in June 2004.

Council's concerns were addressed in the following ways by the conditions of the development consent:

- Requirement for the preparation of a Heritage Conservation Plan;
- A Tank Retention Work program if investigations find that the retention of one of the tanks T 330, T 331, T 7924 or T 15715 is feasible; and
- Various conditions concerning land contamination and remediation processes.

The treatment of the contamination issues through conditions of the development consent were found to be satisfactory, as determined by an independent review of the Remedial Action Plan commissioned by Council. Of more concern was the conditional treatment of the heritage issues. This is because the preparation of a Heritage Conservation Plan as a condition of consent, when decisions on demolition had been largely finalised was considered to undermine its effectiveness. This issue is discussed further in the next section of this report.

## **4. Report**

### **4.1 Section 54 Notification**

In accordance with Council's July 2004 Ordinary Council Meeting resolution, the Department of Infrastructure, Planning and Natural Resources (DIPNR) was notified under section 54 of the *Environmental Planning and Assessment Act* (EP&A Act) of draft *Leichhardt Environmental Plan 2000 Amendment X (Ballast Point)*, and a section 65 certificate was issued by Council under delegated authority on 3 August 2004.

#### **4.2 Exhibition of Draft LEP Amendment**

The draft LEP amendment was exhibited between Monday 23 August 2004 and Thursday 30 September 2004, in accordance with Division 3 Part 2 of the *Environmental Planning and Assessment Regulation 2000* (EP&A Regulation).

Council did not receive any submissions during the exhibition of the draft LEP amendment.

#### **4.3 DIPNR correspondence**

Following the exhibition of the Draft LEP Amendment, DIPNR replied to Council's section 54 notification, noting that it generally supported the conversion of the site to open space.

In addition, the DIPNR correspondence noted a potential inconsistency with *Sydney Regional Environmental Plan No 23 – Sydney and Middle Harbours* and the draft *Sydney Regional Environmental Plan (Sydney Harbour Catchment) 2004* which make certain types of marina permissible with consent in the waterways surrounding Ballast Point.

Officers have considered this inconsistency and advised DIPNR that the zoning controls of the two regional environmental plans do not apply to land to which the draft *Leichhardt Local Environmental Plan 2000 Amendment X (Ballast Point)* apply. Furthermore, in the event of any inconsistency, the provisions of the REPs will prevail over the local environmental plan.

The DIPNR has responded to Council on this matter confirming that the draft Plan does not conflict with any provisions of the draft SREP.

#### **4.4 Consideration of submissions**

As noted above, Council did not receive any submissions during the exhibition of the draft LEP amendment. However, SHFA received 13 submissions during the exhibition of the draft Master Plan. Copies of these submissions were made available to Council. Issues raised in the submissions have been reviewed and relate to the Master Plan process, as opposed to the draft LEP amendment.

#### **4.5 Sydney Harbour Foreshore Authority**

The Draft Ballast Point Master Plan and draft LEP amendment were endorsed by the SHFA Board for referral to the Minister for his adoption at the end of 2004. The Draft Ballast Point Master Plan cannot be made until the draft LEP amendment is gazetted.

#### **4.6 Council submission on the draft Ballast Point Master Plan**



During the public exhibition of the draft Master Plan, a submission (attachment 1) was made to the SHFA. Council's submission contended that the use of panels salvaged from Tank 101, proposed in the draft Master Plan, would not give an adequate sense of the form, scale, and use of the site and will not be visible from the water. Officers considered this a missed opportunity, as the tank presents exciting options for interpretation, and recreation.

Council proposed an alternative to that proposed in the draft Master Plan to open up the drum with cut outs for both visual and physical access, while keeping its overall form. The roof currently enjoys the best panoramas on the site, and could be a viewing platform with a stair, spiralling up the sides.

The development consent promotes the retention in situ of one of four tanks identified in the development consent. Should one of these tanks be retained, it could fulfil to some extent the role described above for tank 101. It was considered that at a minimum, one of the tanks T 330, T 331, T 7924 and T 15715 should be retained pursuant to the heritage investigations undertaken as part of the draft Master Plan and that further investigations should be undertaken into the retention of tank 101.

Council officers requested a copy of the endorsed Master Plan and/or a copy of the officers' report to review how these matters were addressed in the Master Planning process. Officers from the SHFA have refused to provide this information. However, written advice has been provided by the SHFA stating as follows concerning these matters:

*In relation to the key point of your submission re: retention of additional tanks in situ, we advise that the issue of tank retention has been considered by the proponent early in the Master Planning process, with the resolution shown through the draft Master Plan that was placed on exhibition.*

*The investigations by the proponent (SHFA Place Development) established that it would not be feasible to retain additional large tanks in situ. Issues associated with the retention in situ included contamination (and associated potential for long term contingent liability), structural stability of the tanks (for adaptive reuse), presence of lead paint, long term maintenance costs and potential affectation of the archaeological remains 'Minevia'.*

*In response to these constraints, in the draft Master Plan the proponent proposed an alternative additional interpretation of the northern tank farm. This included retention of material from Tank 101 through retention of original riveted panels and reinstatement to interpret the vertical scale, circular footprint and fabric of the tank.*

*In addition, there will be five (5) tanks in total retained on the site, two of which are able to be removed through the remediation process and an additional three that sit within cradles above the ground.*

*From an assessment perspective, SHFA Place Management are satisfied that this issue has been fully considered as part of the design process. The draft Master Plan has now been referred to the Minister, who is consent authority for Ballast Point.*

#### **4.9 Other issues**

As noted in Part 3 of this report, Council at its February 2004 meeting resolved that:

*Any Local Environmental Plan prepared by Council for the Ballast Point site must:*

- (a) Seek to maximise open space,*
- (b) Restrict any marine refuelling facilities and control any integrated sewerage pump-out systems on the site,*
- (c) Limit any refreshment room development,*
- (d) Preserve the heritage significance of the site.*

Owing to the refusal of the SHFA to provide Council with copies of the draft Master Plan endorsed by the Board of the SHFA or the officers report addressing any changes made since the exhibition, Council cannot be certain that all of these objectives will be achieved. Specifically, the draft Master Plan referred to the Minister could depart significantly from the exhibited draft Plan. An explanation on how the draft LEP provisions relate to each of these objectives is provided below.

- (a) Seek to maximise open space* – The draft LEP only permits land uses permissible within the Open Space Zone under Leichhardt LEP 2000 and a marine refuelling facility situated between the foreshore building line and the mean high water mark. Therefore, Council can be reasonably assured that the draft Master Plan will fulfil this objective given that the foreshore building line only extends 10 metres into the site.
- (b) Restrict any marine refuelling facilities and control any integrated Sewerage pump-out systems on the site* – As noted above, the controls relating to the location of a marine refuelling facility will act to control its extent.
- (c) Limit any refreshment room development* – The SHFA requested the deletion of provisions permitting a restaurant on the site prior to the exhibition of the draft LEP. The Open Space Zone permits kiosks which the draft Master Plan envisaged on the site and will act to restrict the extent of any commercial activities by virtue of the definition of kiosk vis-à-vis refreshment rooms.
- (d) Preserve the heritage significance of the site* – As noted previously in this report, it is proposed that the site be listed as a heritage item of State significance. Council is awaiting concurrence from the Heritage Office concerning whether it intends to list the site on the State Heritage Register (SHR). According to the DIPNR, should the Heritage Office determine that the site should not be listed on the SHR, then the land should not be a State item under Leichhardt Local Environmental Plan 2000. Accordingly, this report recommends that the General Manager be granted delegation to amend this part of the LEP based on the advice of the Heritage Office when forthcoming.

Accordingly, it is not considered that the absence of information concerning the endorsed draft Master Plan will compromise any of Council's objectives for the land within the draft LEP and that Council should adopt the draft Plan for submission to the Minister. It should be noted however that under section 70 of the EP & A Act 1979 that the Minister may make changes to a draft LEP after adoption by the Council. In this respect it is recommended that Council include in its section 69 report a note that it does not support any amendments to the draft LEP that may be

necessary as a consequence of changes to the draft Master Plan since its exhibition that would have the effect of:

- (a) *Reducing the quantum of open space,*
- (b) *Expanding any marine refuelling facilities and sewerage pump-out systems on the site,*
- (c) *Permitting refreshment rooms,*
- (d) *Reducing the number of heritage items on the site.*

## 5. **Conclusion**

The Draft LEP Amendment has been drafted and exhibited in accordance with the EP&A Act. The Draft LEP aims to:

- Facilitate the redevelopment of Ballast Point as a major open space area as a key part of the public domain of Sydney Harbour and its foreshores;
- Facilitate redevelopment of the existing marine refuelling facility on the site as a key part of the working harbour activities of Sydney Harbour;
- Rezone the site to Open Space and identify marine refuelling facilities as being permissible on the site as part of the integrated redevelopment of the site; and
- Identify the site as a heritage item.

It is recommended that Council note the contents of this report; resolve to adopt the draft LEP amendment for gazettal by the Minister, in accordance with section 70 of the EP&A Act; that the General Manager be delegated the authority to submit the draft LEP amendment to the Minister for gazettal on receipt of advice from the NSW Heritage Office; and resolve to advertise the gazettal of the Draft LEP Amendment (pending the Minister's determination) at Council's Administrative Centre, Council libraries and in the Inner Western Suburbs Courier.

**Attachments:            Submission to SHFA on draft Master Plan  
Draft Leichhardt Environmental Plan 2000 (Amendment No  
12) Ballast Point**

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** ENVIRONMENTAL AND COMMUNITY MANAGEMENT

**SUBJECT:** ITEM 22 MINUTES OF THE ENVIRONMENT AND RECREATION COMMITTEE

**FILE REF:** F05/00015

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** NIL

**Policy Implications:** NIL

**Strategic Plan Objective:** 3.1 Conservation and Enhancement  
3.2 Pollution Control and Minimisation  
3.4 Waste Minimisation  
5.3 Community Involvement

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL

1. **Purpose of Report**

To advise Council of the status of Minute Resolutions of the Environment and Recreation Committee held on 1<sup>st</sup> February 2005.

2. **Recommendation**

That Council adopt the minutes of the Environment and Recreation Committee held on 1<sup>st</sup> February with the accompanying recommendations.

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** ENVIRONMENTAL AND COMMUNITY MANAGEMENT

**SUBJECT:** ITEM 23 DRAFT LEICHHARDT LOCAL ENVIRONMENTAL PLAN 2000 (AMENDMENT NO.X) REFRESHMENT ROOMS IN THE RESIDENTIAL ZONE

**AUTHOR:** MARCUS ROWAN, TEAM LEADER PLANNING

**FILE REF:** F04/00001

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** Nil

**Policy Implications:** Proposed amendments to Leichhardt LEP that clarifies the permissibility of refreshment rooms (trading up to 6.00 pm and with a trading floor space not exceeding 60 square metres) in certain circumstances within the Residential Zone.

**Strategic Plan Objective:** Nil

**Staffing Implications:** Nil

**Notifications:** Advertisement of the amendment at Council's administration centre, Council libraries and in the Inner Western Suburbs Courier.

**Other Implications:** Nil

## 1. Purpose of Report

This report recommends that Council adopt draft *Leichhardt Environmental Plan 2000 (Amendment No. X) – Refreshment Rooms in the Residential Zone* (the Draft Amendment), (**Attachment 1**) which amends the *Leichhardt Local Environmental Plan 2000* (LEP 2000), to clarify the permissibility of refreshment rooms (trading up to 6.00 pm and with a trading floor area not exceeding 60 square metres) in certain circumstances within the Residential Zone.

## 2. Recommendations

It is recommended that Council rescind resolution C490/04 from the December 2004 Ordinary Meeting concerning this matter and:

- 2.1 Resolve to adopt *Leichhardt Environmental Plan 2000 (Amendment No X) – Refreshment Rooms in the Residential Zone* for gazettal by the Minister in accordance with section 70 of the *Environmental Planning and Assessment Act 1979*, pending receipt of advice from the Parliamentary Counsel's Office;
- 2.2 Delegate to the General Manager to forward Council's section 69 report and request for gazettal of the draft plan upon receipt of advice from the Parliamentary Counsel's Office and to make any minor changes to the drafting of the draft Plan arising from this advice; and
- 2.2 Resolve to advertise the gazettal of *Leichhardt Environmental Plan 2000 (Amendment No X) – Refreshment Rooms in the Residential Zone* (pending the Minister's determination) in Council's administration centre, Council's libraries and the Inner Western Suburbs Courier.

## 3. Background

### 3.1 September 2004 Planning Committee

At the September 2004 Planning Committee Meeting, after considering a report detailing the need for draft LEP amendment clarifying the permissibility of cafes in the Residential Zone, it was resolved that:

- Council adopt the attached draft *Local Environmental Plan 2000 (Amendment X)* for the purposes of public exhibition and notify the Minister for Infrastructure and Planning of its decision under section 54 of the *Environmental Planning and Assessment Act 1979*;
- Council issue a certificate to exhibit the draft plan, pursuant to section 65 of the *Environmental Planning and Assessment Act 1979* under delegation and; and
- Upon receipt of the section 65 certificate, the draft Plan be exhibited for 28 days; and
- The definition of cafe in the draft LEP be amended to read:

*Cafe means a refreshment room having a gross floor area used for retail purposes not exceeding sixty square metres and that does not trade beyond 6:00pm Eastern Standard Time daily.*

### 3.2 December 2004 Ordinary Council Meeting

At the December 2004 Ordinary Council Meeting, Council considered a report on the public exhibition of draft Local Environmental Plan 2000 (Amendment X) and resolved that Council:

- Resolve to adopt *Leichhardt Environmental Plan 2000 Amendment X (Cafes in the Residential Zone)* for gazettal by the Minister in accordance with section 70 of the *Environmental Planning and Assessment Act 1979*, pending receipt of advice from the Parliamentary Counsel's Office;
- Delegate to the General Manager to forward Council's section 69 report and request for gazettal of the draft plan upon receipt of advice from the Parliamentary Counsel's Office; and
- Resolve to advertise the gazettal of the *Leichhardt Environmental Plan 2000 Amendment No X (Cafes in the Residential Zone)* (pending the Minister's determination) in Council's administration centre, Council's libraries and the Inner Western Suburbs Courier.

## 4. Report

### 4.1 Section 54 notification

In accordance with Council's September 2004 Ordinary Meeting resolution, the Department of Infrastructure, Planning and Natural Resources (DIPNR) were notified under section 54 of the *Environmental Planning and Assessment Act (EP&A Act)* of the draft *Leichhardt Environmental Plan 2000 Amendment X (Cafes in the Residential Zone)*, and a section 65 certificate was issued by Council under delegated authority on 18 October 2004.

### 4.2 DIPNR correspondence

At the time of the report to Council's December 2004 meeting, advice had not been received from the DIPNR in response to Council's section 54 notification.

This advice has been subsequently received and has implications for the draft LEP adopted by Council. In explanation, while supportive of the amendment, the DIPNR has noted that the introduction of a new definition for cafes is contrary to the intent of the recently exhibited Planning Reform package. In this respect, the Model LEP that is part of the reforms and was recently exhibited seeks to minimise and standardise definitions across the State.

To achieve this, the Departments' correspondence proposed that Council consider including the development standards [for cafes as exhibited] within clause 23 – General Provisions for the Development of Land, (ie. development for refreshment rooms in the Residential zone) rather than as a standard definition. Also, instead of introducing 'café' as a new definition, it is recommended in the DIPNRs' correspondence that refreshment rooms be permitted in the Residential Zone, but limited by the specific development standards.

Council officers have discussed this matter with officers from the DIPNR since the receipt of the advice and raised concerns over the weight that the Department



appears to be placing on the draft Model LEP. Specifically, the Model LEP has no statutory status, was exhibited subsequent to Council's consideration of this matter and was the subject of submissions from Leichhardt Council and other local authorities raising serious concerns with the appropriateness of standardising LEP controls.

It should also be noted that Council is seeking to permit limited refreshment room usage (ie. café) in the Residential Zone in non residential buildings only whereas the Department's advice suggests that Council should draft controls permitting refreshment rooms (subject to the definitional limitations proposed to delineate a café from a refreshment room) throughout the Residential Zone.

#### **4.3 Recommended Approach**

In order to minimise any further delays with this draft LEP, a revised instrument has been drafted that satisfies the DIPNR's objectives and remains consistent with Council's December 2004 resolution.

The revised instrument removes refreshment rooms from the prohibited uses in clause 23(7) and inserts an additional subclause permitting refreshment rooms in non-residential buildings in the Residential Zone that have a gross floor area (excluding floor area used for food preparation, service areas and storage) not exceeding 60 square metres and does not trade beyond 6pm daily.

This approach does not require the introduction of a new definition for a café. Officers from the DIPNR have advised that this approach is satisfactory and the revised instrument (attached) has been forwarded to Parliamentary Counsel for an opinion.

Consequently, Parliamentary Counsel advice regarding the draft LEP amendment, will be required before the draft LEP amendment can be submitted to Minister under section 70.

#### **4.4 Consideration of re-exhibition**

Under section 68 of the EP&A Act, Council may (but need not) re-exhibit a draft LEP that has been altered after its exhibition, either in response to submissions or in consideration of other matters. Subclause (5) provides that in submitting draft LEPs, Council may exclude certain provisions of the draft plan that has been exhibited.

It is considered that the revised structure of the amendment does not alter the intent or operation of the draft LEP amendment and consequently, does not need to be re-exhibited.

Accordingly, it is recommended that Council rescind its resolution C490/04 from its December 2004 Meeting and adopt the revised draft LEP attached to this report.

### **5. Conclusion**

The Draft LEP Amendment has been drafted and exhibited; and submissions received during the exhibition considered by Council, in accordance with the EP&A Act.

The draft LEP amends Council's controls in LEP 2000, to clarify the permissibility of refreshment rooms (trading up to 6.00 pm and with a gross floor area of no more than 60 square metres) in certain circumstances within the Residential Zone.

Consequently, it is recommended that Council note the contents of this report; resolve to adopt the Draft LEP Amendment for gazettal by the Minister (in accordance with section 70 of the EP&A Act); delegate that the General Manager submit the draft LEP amendment to the Minister for gazettal on receipt of advice from the Parliamentary Counsel's Office; and resolve to advertise the gazettal of the Draft LEP Amendment (pending the Minister's determination) at Council's Administrative Centre, Council libraries and in the Inner Western Suburbs Courier.

**Attachments:**

**Attachment 1: Draft Leichhardt Environmental Plan 2000 Amendment No. X  
(Cafes in the Residential Zone)**

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** ENVIRONMENTAL AND COMMUNITY MANAGEMENT

**SUBJECT:** ITEM 24 FREEDOM OF INFORMATION REQUEST - LEASE ARRANGEMENTS BETWEEN NSW MARITIME AND ROZELLE BAY PTY LTD AND SYDNEY SLIPWAYS PTY LTD

**AUTHOR:** MICHAEL ROGERS - STRATEGIC PLANNER

**FILE REF:** F97/01954

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** NIL

**Policy Implications:** NIL

**Strategic Plan Objective:** NIL

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL

## 1. Purpose of Report

The purpose this report is to provide an update on Councils request for information under the Freedom of Information Act 1989 (FOI Act) relating to lease arrangements between NSW Maritime and the two development companies Rozelle Bay Pty Ltd and Sydney Slipways Pty Ltd.

## 2. Recommendations

It is recommended that this report be received and noted.

## 3. Background

At the November 2004 Ordinary Meeting, Council resolved (C474/04) that:

*Leichhardt Council seeks to have access, under FOI, to the proposed leases and any relevant documents between the Waterways Authority and the two development companies Rozelle Bay Pty Ltd and Sydney Slipways Pty Ltd.*

Pursuant to section 16(1) of the FOI Act, Council wrote to NSW Maritime and sought access to:

- Any proposed lease between the NSW Maritime Authority (and the former NSW Waterways Authority) and Rozelle Bay Pty Ltd for the proposed boat storage facility at James Craig Road, Rozelle Bay;
- Any other documentation related to any proposed leases between the NSW Maritime Authority (and the former NSW Waterways Authority) and Rozelle Bay Pty Ltd;
- Any proposed lease between the NSW Maritime Authority (and the former NSW Waterways Authority) and Sydney Slipways Pty Ltd for a proposed purpose built vessel repair and maintenance facility at Rozelle Bay; and
- Any other documentation related to any proposed leases between the NSW Maritime Authority (and the former NSW Waterways Authority) and Sydney Slipways Pty Ltd.

This report outlines the response received from NSW Maritime concerning this request.

## 4. Report

On 27 January 2005, Council received a response from NSW Maritime regarding Council's request under the FOI Act. The determination of NSW Maritime under the FOI Act was to refuse the request. The reasons given for refusing this request are set out below.

### 4.1 - Proposed Lease Arrangements

The request for information under the FOI Act 1989 regarding the lease arrangements between NSW Maritime and Rozelle Bay Pty Ltd for the proposed boat storage facility at James Craig was refused as the lease contains confidentiality provisions which if breached would expose NSW Maritime to legal

action. Subsequently, the documents subject to this request were considered exempt under clause 13(a) of Schedule 1 of the FOI Act that states:

*13 Documents containing confidential material*

*A document is an exempt document:*

- (a) if it contains matter the disclosure of which would found an action for breach of confidence, or*
- (b) if it contains matter the disclosure of which:*
  - (i) would otherwise disclose information obtained in confidence, and*
  - (ii) could reasonably be expected to prejudice the future supply of such information to the Government or to an agency, and*
  - (iii) would, on balance, be contrary to the public interest*

Similarly, the lease arrangements between NSW Maritime and Sydney Slipways Pty Ltd for a proposed purpose built vessel repair and maintenance facility at Rozelle Bay were also considered exempt from disclosure under clause 13(a) of Schedule 1 of the FOI Act as the lease contains confidentiality provisions which if released would also expose NSW Maritime to potential legal action.

#### 4.2 - Other Documentation Relating to Proposed Leases

The request for information under the FOI Act also sought any other documentation related to proposed leases between NSW Maritime and Rozelle Bay Pty Ltd and Sydney Slipways Pty Ltd. This request was also refused as the work involved in producing these documents, if carried out, would “substantially and unreasonably divert NSW Maritime’s FOI resources away from their use by NSW Maritime in the exercise of its FOI functions”.

Under Section 25(1)(a1) of the FOI Act, access to files and documentation can be refused if the request will place an unreasonable burden on the resources of an agency. Section 25(1) of the FOI Act states in part:

#### *25 Refusal of access*

- (1) An agency may refuse access to a document:*
  - (a) if it is an exempt document, or*
  - (a1) if the work involved in dealing with the application for access to the document would, if carried out, substantially and unreasonably divert the agency’s resources away from their use by the agency in the exercise of its functions.*

NSW Maritime has estimated that the carrying out of Councils request will take in the region of 65 hours of work to peruse and extract the relevant documentation. They have also stated that this work would be carried out by NSW Maritime’s Contract Solicitor, which is a part-time resource. As a result the request was refused under Section 25(1)(a1) of the FOI Act.

Given the reasons provided by NSW Maritime it is recommended that Council take no further action under the FOI Act in seeking details of lease arrangements between NSW Maritime and Rozelle Bay Pty Ltd and Sydney Slipways Pty Ltd.

However, NSW Maritime have noted that although the documentation that has been requested under the FOI Act has been refused, they are prepared to meet with

Council for the purposes of providing general information concerning the Rozelle Bay development.

**5. Summary/Conclusions**

Under the FOI Act NSW Maritime have refused Council's application to view all files and documentation relating to lease arrangements between NSW Maritime and Rozelle Bay Pty Ltd and Sydney Slipways Pty Ltd. This refusal is based on clause 13(a) of Schedule 1 and Section 25(1)(a1) of the FOI Act.

Nevertheless, development applications lodged in the Rozelle Bay area will be determined by the Sydney Harbour Foreshore Authority and as part of the consultation process Council will receive notification of any such development application and will be given the opportunity to provide a submission relating to the merit of any development proposals.

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** ENVIRONMENTAL AND COMMUNITY MANAGEMENT  
**SUBJECT:** ITEM 25 MINUTES OF PLANNING COMMITTEE  
**FILE REF:** F97/00831  
**DATE:** 10 August 2007  
**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** NIL  
**Policy Implications:** NIL  
**Strategic Plan Objective:** NIL  
**Staffing Implications:** NIL  
**Notifications:** NIL  
**Other Implications:** NIL

1. **Purpose of Report**

To advise Council on the status of Minute Resolutions of the Planning Committee held on 10 February 2005.

2. **Recommendation**

That Council adopt the minutes of the Planning Committee held on 10 February 2005.



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**MINUTES of the PLANNING COMMITTEE of Leichhardt Municipal Council held on Thursday 10 February 2005.**

Present at the commencement of the meeting: Cr Damian Copley-Finch, Cr Michele McKenzie, Cr Rochelle Porteous, Cr Carolyn Allen, Ray Stevens, Malcolm Garder, Kim Wheatley, David Lawrence, Hall Greenland, Graham Jenkins, Shirley Dean, June Lunsmann, Josie Davidson, H Bonhs, C Bonhs, Barry Williams

Staff Present: Jeff Thompson, Marcus Rowan, Michael Rogers

Meeting Commenced: 6.20pm

Chair: Cr Damian Copley-Finch

**BUSINESS:****ITEM 1  
APOLOGIES**

That apologies be accepted for the non attendance of:

- Kath Hacking
- Val Hamey
- Heather Warton

**ITEM 2  
REPORT – SUMMARY OF RESOLUTIONS****PC05/01 RESOLVED**

That the information be received and noted.

**ITEM 3  
REPORT – PLANNING COMMITTEE STRUCTURE AND OPERATION****PC05/02 RESOLVED**

That:

- 2.1 Council receive and note the proposed Operational Guidelines (**Attachment 1**) and Terms of Reference as outlined for the Planning Committee.
- 2.2 The commencement time for the Planning Committee be changed from 6pm to 6.30pm.

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**ITEM 4  
REPORT – STRATEGIC PLANNING – WORK PROGRAM****PC05/03          RESOLVED**

That:

- 2.1 Council receive and note the strategic planning program priorities identified in this report.
- 2.2 In instances where, due to limited exhibition periods, issues requiring a submission from Council to other government authorities are unable to be referred to the Planning Committee or the Ordinary Council meeting for consideration, a special meeting of the Planning Committee be called to consider the issue and endorse a submission.
- 2.3 A report assessing the potential benefits in introducing a Development Control Plan for foreshore properties between No.7 Gallimore Avenue and No.2 Simmons Street, Balmain East with a focus on preserving 'marine villas' be reported to the March Planning Committee meeting.
- 2.4 The Planning Committee resolution from the December 2004 meeting (PC04/51 Resolution 2.2) regarding liquor licensing be amended as follows:

A report be prepared for the Planning Committee regarding the desired character of commercial areas and how controls address the potential for lot consolidation. The report is to also include an analysis of potential benefits of amending Development Control Plan 2000 to protect mixed uses in commercial areas in order to maintain a provision of essential services within walking distance of built up areas. The report is to contain an analysis of what are essential services and will include a preferred position on the matter.

An update on upcoming matters scheduled to be reported to the Planning Committee for the next three months be provided at the March 2005 Planning Committee meeting in order to ascertain an appropriate timing for the report.

- 2.5 The Planning Committee support the appointment of a student planner in recognition of the heavy workload of the Strategic Planning Section.

**ITEM 5  
REPORT – CAR PARKING CONTROLS - SUSTAINABILITY REVIEW****PC05/04          RESOLVED**

That:

- 2.1 the Planning Committee receive and note the information in this report; and
- 2.2 Council staff continue to review the car parking strategies and controls for the LGA and include an analysis of public transport patronage and availability as part of a further update to the May 2005 Planning Committee.

**ITEM 6**

**REPORT – DRAFT LEICHHARDT LOCAL ENVIRONMENTAL PLAN 2000  
AMENDMENT NO X (208-210 NORTON STREET, LEICHHARDT)**

**PC05/05          RESOLVED**

It is recommended that Council resolve to:

- 2.1 Endorse the proposed amendments to the exhibited draft *Leichhardt Environmental Plan 2000 Amendment No X (208-210 Norton Street Leichhardt)* without the need for further exhibition;
- 2.2 Forward a copy of the amended draft Leichhardt Environmental Plan 2000 Amendment No X (208-210 Norton Street Leichhardt) to Department of Infrastructure and Planning and Natural Resources (DIPNR's) Legal Branch for a legal opinion;
- 2.3 Adopt Leichhardt Environmental Plan 2000 Amendment No X (208-210 Norton Street, Leichhardt), subject to any amendments by Legal Branch, for gazettal by the Minister in accordance with section 70 of the Environmental Planning and Assessment Act 1979; and
- 2.4 Resolve to advertise the gazettal of Leichhardt Environmental Plan 2000 Amendment No X (208-210 Norton Street Leichhardt) (pending the Minister's determination) in Council's administration centre, Council's libraries and the Inner Western Suburbs Courier.

**Attachment 1****PLANNING COMMITTEE  
DRAFT OPERATION GUIDELINES****1. Date & Time**

- Second Thursday of the month on a monthly basis, commencing in February 2005.
- 6pm

**2. Location**

- Leichhardt Town Hall Supper Room

**3. Chair**

- Elected by Councillors and as determined

**4. Quorum**

- Three Councillors (including chair)

**5. Time period to wait for Quorum**

- 30 minutes from starting time of meeting

**6. Councillor and Staff Attendance**

- 6 Councillors
- Manager Strategic and/or
- Team Leader Planning

**7. Community Representation**

- Participation by community members, representatives of local community organisations and government agencies is to be actively encouraged.

**8. Decision made by Committee**

- Decisions are made by majority vote of Councillors and community representatives.
- Where a vote is tied the Chair shall exercise a casting vote.
- Committee meeting minutes, including all decisions made by the Committee shall be referred to a meeting of Council to be endorsed.

**9. Agenda and Report Availability**

- Agendas and reports will be circulated to committee members by mail in the week prior to meeting.
- Agendas and reports will be made available to the public 7 days prior to the meeting.

## **10. Conflict of Interest**

- At the commencement of each meeting the chairperson will ask all persons present to declare any conflicts of interest in relation to any items on the agenda. The chairperson will determine what action should be taken if such a conflict of interest is declared.

## LEICHHARDT MUNICIPAL COUNCIL

# REPORT

**DIVISION:** ENVIRONMENTAL AND COMMUNITY MANAGEMENT

**SUBJECT:** ITEM 26 31 WHITE STREET OUTCOME OF FACILITATION WORKSHOP

**AUTHOR:** BRIDGET DWYER, SENIOR ENVIRONMENT OFFICER

**FILE REF:** F02/00200

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

### DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS

**Financial Implications:** Consultants' fee with an estimated cost of \$20,000 to undertake a feasibility study and prepare a business plan

**Policy Implications:** Nil

**Strategic Plan Objective:** 1.1 Social and Support Services  
1.2 Recreation Provision  
1.4 Cultural Development  
3.1 Conservation & Enhancement  
4.3 Infrastructure Maintenance and Provision  
5.2 Effective Management  
Staff attendance at project committee meetings  
Staff involvement in carrying out issues to be addressed

**Staffing Implications:** All persons who have previously attended workshops or made submissions about the site, Project Committee members (not being Councillors or Council staff) and local Precincts.

**Notifications:** Consultants' fee with an estimated cost of \$20,000 to undertake a feasibility study and prepare a business plan

**Other Implications:** Nil

## 1. **Purpose of Report**

To inform Council of the outcomes of the 31 White Street Facilitation Workshop and to outline a way to proceed with the project.

## 2. **Recommendations**

It is recommended that:

- 2.1 Council endorse the vision for 31 White Street Annandale reached at the Project Vision Workshop on 30 October 2004, being that: "The land at 31 White Street will be a functioning Environmental Centre, primarily for the education of the local community, and showcasing local community environmental, social and economic sustainability."
- 2.2 Within the context of resolution 1, Council reaffirm its resolution C1999/04 of 22 June 2004 and continues to carry out the following steps:
  - Review options for the future of the site,
  - Review funding options and the ongoing financial viability of the facility,
  - Resolve issues raised in submissions,
  - Refine the concept plans consistent with proposed future uses,
  - Consider the environmental sustainability of the building and demonstration options,
  - Consider models for the management of the facility and associated park components
- 2.3 Council call for expressions of interest to advise on the financial feasibility, and development of a business plan, for a functional Environmental Centre at 31 White Street Annandale.
- 2.4 The estimated cost of this project is \$20,000 to be funded from the s94 Community Facilities Fund.
- 2.5 That the findings of the feasibility study and business plan be reported to Council once completed.

## 3. **Background**

A Mayoral minute confirming Council's intention to retain the house, dairy and community garden at 29-31 White Street Annandale for community purposes was adopted by Council on 27 November 2001. The community use concept was included as part of a Master Plan for the whole of Whites Creek Valley Park that was adopted by Council in August 1999.

A survey of the local community was undertaken in September 2002 and the results reported to Council in November 2002. As a consequence of the survey, Council resolved to appoint consultants to design, prepare plans and cost estimates for the use of the house and former dairy as a multi-use community facility and as a centre for environmental excellence.

The brief for the preparation of the concept plans was to provide preliminary designs for the multi-use facility with the overall aim being to develop broad designs

for discussion and feedback. The intention was not to produce a final design but to provide a comprehensive plan of what would be possible at the site using the existing building. In accordance with Council's resolution of 16 December 2003, the concept plans were exhibited from January to March 2004.

The submissions received during the exhibition confirmed that there were a range of significant issues that required resolution prior to Council determining how to proceed with the 31 White Street project. A project committee was formed in August 2004 to address these issues.

The Project Committee chaired by the Mayor comprises:

- Interested Councillors,
- A representative from the Friends of Whites Creek Valley Park,
- A member of the Environment Committee,
- A local Environmental Advocate,
- Members from Precinct Groups
- A member of the Access Committee,
- Staff representatives from each Division of Council,

The Project Committee met for the first time on 7 September 2004. It became apparent at this meeting that committee representatives held many and varied visions for the development of the site. To ensure all views were considered it was decided that Council would undertake a facilitation workshop to assist the committee in trying to arrive at consensus about a vision for the site.

#### 4. **Report**

Council engaged Mr Peter Walsh from P & A Walsh Consulting to facilitate a workshop to determine a vision for the 31 White Street Project site. The consultant's brief was to ensure that feedback from the Project Committee and Councillors was integrated into the final workshop document, that the process was respectful of Committee member's views and all information collected on the day was reported upon. Most importantly the consultant was to work with the group to determine a vision for the site.

The workshop was held on 30 October 2004 in the Leichhardt Town Hall Conference Room. (Attendees of the workshop are listed in Attachment 1).

##### *4.1 The Vision*

A paper has been prepared by the consultant that documents the workshop discussions and outlines the committee's agreed vision for the site. The vision has been defined as:

*"The land at 31 White Street will be a functioning environmental centre, primarily for the education of the local community and showcasing local community environmental, social and economic sustainability."*

See Attachment 1 for a copy of the consultant's Report on the workshop outcomes. The workshop report outlines potential projects to achieve the vision above.

##### *4.2 Way Forward*



Now that a vision has been determined for the site, Council is able to proceed in addressing other issues outlined in its resolution from the Ordinary Meeting held on 22 June 2004 (C199/04):

*Council resolved to:*

- *Clarify the vision for the site and future-use options for the facility,*
- *Needs for the proposed future uses within the locality,*
- *Review options for the site with a view to costs,*
- *Funding options and financial viability of the facility,*
- *Resolve issues raised in submissions,*
- *Refinements to the concept plans consistent with proposed future uses,*
- *Environmental sustainability of the building and demonstration options,*
- *Management of the facility and associated park components*

Council has undertaken the first two dot points under this resolution and addressed some of the issues raised in the submissions. The next step involves addressing the remaining issues.

The vision reached at the Workshop on 30 October 2004 is a broad vision. Further investigation is needed to consider in greater detail:

- How the Environmental Centre will operate in regard to issues such as the extent and subjects of static and changing displays, rooms for demonstrations and inter-active workshops, sustainable building design features and demonstrations, proposals for visits by individuals and groups; and
- The consultants and staff needed to set up the Centre and to run it on an on-going basis.
- How the Centre will be financed.

The further investigations outlined above will involve obtaining specialist advice from outside consultants, including those experienced or able to provide specialist advice on the operation of an Environmental Centre and its financial feasibility having regard to on-going costs including staffing and possible revenue sources.

## **5. Conclusions**

The facilitation workshop indicated that there was a vision for the 31 White Street site. However, it is clear that there is a range of issues that still need to be resolved prior to Council determining whether to proceed with the project.

Should Council resolve to proceed with the process, it is considered appropriate that these issues are addressed in order that a fully informed decision can be reached.

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** ENVIRONMENTAL AND COMMUNITY MANAGEMENT

**SUBJECT:** ITEM 27 MINUTES OF THE COMMUNITY SERVICES,  
SAFETY AND FACILITIES COMMITTEE

**FILE REF:** F05/00012

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** NIL

**Policy Implications:** NIL

**Strategic Plan Objective:** NIL

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL

1. **Purpose of Report**

To advise Council of the status of Minute Resolutions of the Community Services, Safety & Facilities Committee held on 2 February 2005.

2. **Recommendation**

That Council adopt the minutes of the Community Services, Safety & Facilities Committee held on 2 February 2005 with the accompanying recommendations.

**MINUTES** of the **Community Services, Safety & Facilities Committee** of Leichhardt Municipal Council held in the Supper Room on **Wednesday 2 February 2005**.

Present at the commencement of the meeting: Clr Vera-Ann Hannaford in the chair, Clr Carolyn Allen, Clr Robert Webb, Clr Rochelle Porteous, Jade Tinkler, Joe Mannix, David Lawrence, Stephen Ratcliffe, Paul Grech.

Staff Present: Jeff Thompson, Stuart Gibb, Michele Goeldi, Claire Allon

Meeting Commenced: 6.00pm

**BUSINESS:**

**ITEM 1  
APOLOGIES**

**CSS&F01/05            RESOLVED**

That apologies be accepted for the non attendance of:

- Clr Damian Cobley-Finch, Alex Voukelatos, Dawn Linklater, Linda Williams, Max Johnson,

**ITEM 2  
SUMMARY OF RESOLUTIONS**

**CSS&F02/05            RESOLVED**

That the information be received and noted with the following resolutions:

- That information outlining the historical and heritage significance of the mural in The Crescent Annandale be placed on file and in the library and be published in Council's newsletter.
- That an agreement be drafted with the Leichhardt Uniting Church for Council to operate a weekly drop in centre (in addition to the School Holiday Program) in Martin Hall and that a report be provided to the March CSSF meeting in relation to that agreement and any additional resources that may be required.
- That a request be made to Leichhardt Local Area Command to provide to Council each month a package of information setting out crime statistics for all suburbs in Leichhardt LGA. That Council's Community Safety Coordinator distributes this information to the CSSF committee, precinct committee's and PACT.

### **ITEM 3 COMMITTEE TERMS OF REFERENCE**

#### **CSS&F03/05            RESOLVED**

- 2.1 That Council endorse the terms of reference and operational guidelines for the CSSF Committee.
- 2.2 That the following terms of reference adopted by the Community Safety Committee in October 2004, be added to the CSSF terms of reference.

#### **Terms of Reference for the Leichhardt Community Safety Committee**

##### **Aims of the Committee**

To provide a forum for the discussion of community safety issues.

To inform Leichhardt Council's contribution to the safety of the community.

To serve as the steering committee, either directly or by way of a subcommittee, for the planning, implementation and evaluation of specific community safety planning instruments developed by Council (such as the Leichhardt Crime Prevention Plan).

##### **Scope of the Committee**

In considering improvement to community safety the Committee will:

- examine the incidence of injury to persons and property in the community through research and community consultation
- prioritise issues for intervention by Council on the basis of need
- assess crime and public injury prevention measures which act to reduce the level of injury to persons and property
- make recommendations to Council.

##### **Membership of the Committee**

The committee will be constituted from representatives of residents, and government and non-government agency representatives. Local business and resident representatives will be solicited through public advertisement and direct mail on an annual basis. Government and non-government agency representation will be sought through direct approach. Committee will be chaired by a Councillor.

##### **Subcommittees**

The Committee may elect to form subcommittees, or adopt standing committees with an orientation to community safety, to oversee specific programs, planning processes or individual projects. Terms of reference of subcommittees may vary from that of the Community Safety Committee. All subcommittees will be established to achieve specific goals and, where appropriate, will include a sunset clause in their terms of reference.

##### **Voting rights**

A representative's right to vote at meetings is recognised by the Chair on attendance of the representative's third meeting. Members are encouraged to undertake a commitment to remain on the committee for a minimum of 12 months (inclusive of the first two meetings), and attend at least half the meetings in that period.

##### **Committee decisions**

Recommendations to Council will only be minuted if they enjoy majority support of the Committee.

**Administrative support**

Council will supply administrative support to the Committee.

**CSS&F03/05            RESOLVED (con't)**

- 2.3 That Council invite representation on the CSSF Committee from organisations working with each of the following groups: children; young people; older people; women; ATSI; CALD; and people with a disability as well as the following agencies: Police, Chambers of Commerce, Department of Education, Department of Health, and Lucan Care. An open invitation is also to be extended to individual community members to attend.
- 2.4 That the day and time that the CSSF Committee meets be changed and now confirmed as the 1<sup>st</sup> Thursday of the month at 6pm.
- 2.5 That where the chairperson exercises a casting vote, it should be recorded in the minutes.

**ITEM 4  
BALMAIN TOWN HALL MINUTES**

**CSS&F04/05            RESOLVED**

That the information be received and noted

**ITEM 5  
COMMUNITY CRIME PREVENTION FORUM**

**CSS&F05/05            RESOLVED**

- 5.1 That the planned Community Crime Prevention Forums be cancelled.
- 5.2 That an invitation be extended to representatives from all precinct committee's to attend the March CSSF meeting to discuss crime prevention and community safety issues in their areas.

**ITEM 6  
MARR RESERVE**

That this report be received and noted and that a further report provided to the March CSSF meeting.

**ITEM 7  
ROAD SAFETY MONTHLY REPORT**

**CSS&F06/05            RESOLVED**

That this information be received and noted with the Road Safety Officer invited to attend next meeting to discuss issues on Pedestrian Safety, Car Share and the Bike Plan.

**ITEM 8  
COMMUNITY SERVICES WORK PROGRAM**

**CSS&F07/05                      RESOLVED**

That the information be received and noted with the following resolution:

- Cllr Rochelle Porteous attend the Balmain for Refugees monthly meetings on behalf of Leichhardt Council and that quarterly reports from be received by this Committee.

**ITEM 9  
SOCIAL PLAN – YOUTH SERVICES**

That this item be held over until the March meeting.

**The meeting closed at 8.15pm.**

# **INFRASTRUCTURE AND SERVICE DELIVERY**



**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** INFRASTRUCTURE AND SERVICE DELIVERY

**SUBJECT:** ITEM 28 SUMMARY OF INFRASTRUCTURE & SERVICE DELIVERY RESOLUTIONS FROM DECEMBER 2004

**FILE REF:** F

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** NIL

**Policy Implications:** NIL

**Strategic Plan Objective:** Responsible Government – Effective Management

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL

1. **Purpose of Report**

To advise Council of the status of Infrastructure & Service Delivery resolutions from December 2004.

2. **Recommendation**

That the information be received and noted

## LEICHHARDT MUNICIPAL COUNCIL

# REPORT

<b>DIVISION:</b>	INFRASTRUCTURE AND SERVICE DELIVERY
<b>SUBJECT:</b>	<b>ITEM 29 COMPOSTING OF PUTRESCIBLE WASTE</b>
<b>AUTHOR:</b>	CHERYL WALKER - WASTE PROJECTS OFFICER ALLAN WILLDING - MANAGER WORKS & WASTE
<b>FILE REF:</b>	F97/00696
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

### DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS

<b>Financial Implications:</b>	Costs to be determined by later report
<b>Policy Implications:</b>	In line with Council's resource recovery and waste minimisation policy and the State Governments recovery targets
<b>Strategic Plan Objective:</b>	Natural Environment – Waste minimisation
<b>Staffing Implications:</b>	NIL
<b>Notifications:</b>	NIL
<b>Other Implications:</b>	NIL

## 1. Purpose of Report

To report to Council the options for a collection process for food (putrescible waste) and a proposal for a joint regional contract for the receipt and processing of garden and food for composting.

## 2. Recommendation

That Council commences discussions with other Council's of the Inner Sydney Waste Managers Group and the Department of Environment and Conservation for a joint regional contract for the receipt and processing of garden and food organics for composting and the investigations be listed as a priority in the draft 2005/08 management plan.

## 4. Executive Summary

To keep Council at the forefront of sustainable waste management, Council does need to provide alternative options in addition to home composting, for the sustainable management of food organics.

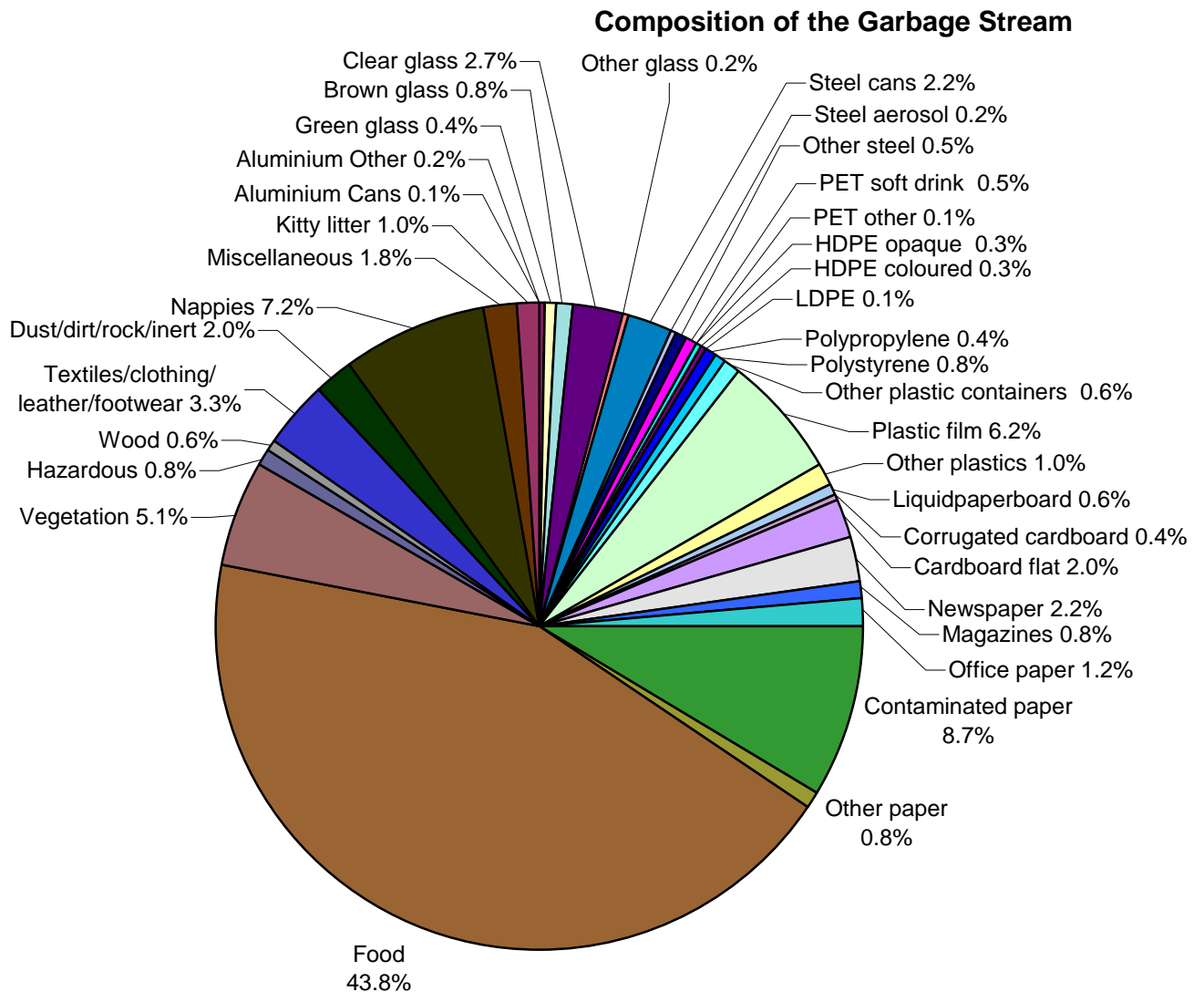
Under the Draft Local Government Action Plan the collection of food waste with garden waste is a strategy that has been identified for implementation by 2014.

In order to implement the above strategy Council can investigate opportunities for a joint regional contract for the receipt and processing of garden and food organics for composting, with other Council's and the DEC as a priority for the draft 2005/08 management plan.

## 4. Background

*At the 2004 November Ordinary meeting, Council resolved to further increase Leichhardt's levels of sustainable practice in relation to consumption that Council identify a collection process and local site (s) for composting and redistribution of putrescible waste. The project may be suitable as a joint project between adjoining councils. That a report be brought to the February meeting of Council outlining a program to be implemented in the 2005/06 management plan and budget."*

Independent audits of Council's domestic waste and recycling, undertaken in March 2003, indicate good results for diversion of garden organic material from the waste bin (with a decrease of over 7% in the amount of garden material in the waste bin from the previous 1999 audit, leaving only 5% garden organic materials ending up in the waste bin). However, the audit also revealed that approximately 44% of residents' domestic waste bin was comprised of putrescible waste (ie food material). Please see Figure 1 for the full composition of the domestic waste bin from the domestic waste audit undertaken in 2003.



**Figure 1: Composition of the garbage bin from the domestic waste audit 2003**

Whilst other studies have also identified putrescible waste as the main component of domestic waste going to landfill, the only options available to householders to date, to dispose of these food organics in a sustainable manner, has been on-site composting or wormfarming. Residents not participating in on-site composting place putrescible food out in the general waste bin for Council's weekly kerbside waste collection. Food waste can cause significant environmental problems in landfill due to leachate (liquids resulting from percolation of water through the landfill mixed with potentially toxic materials) and methane gas generation.

Increases in multi unit dwellings and smaller courtyards with limited areas/gardens for on-site composting and application of finished product, prevents across the board use of home composting systems. To keep Council at the forefront of sustainable waste management, Council will need to provide alternative options in addition to home composting, for the sustainable management of their putrescible materials.

Alternative options for sustainable management of putrescible materials has been identified under the Draft Local Government Action Plan (LGAP), (released by the Department of Environment and Conservation (DEC) under their NSW Waste Avoidance & Resource Recovery Strategy) which identified the following strategies:

- *By 2008: - Increased garden organics diversion: Collect, process and market additional tonnes of garden organics each year for compost or energy production and lift the recovery rates*
- *By 2014: Collection of food waste with garden waste: Where appropriate, collect and process domestic food waste collected in the same bins as used for garden waste collection for biological treatment or new thermal processes for production of compost or energy*
- *Increase the amount of residual mixed wastes processed each year using biological treatment or thermal processes with separation and recovery of recyclable metals, plastics and glass.*

Including targets in the LGAP, for the treatment of residual mixed wastes, also reflects recent changes in waste management practices, namely the introduction of Alternative Waste Technologies, which aim to stabilise wastes and reduce/avoid landfilling of wastes.

Whilst there are opportunities for increased resource recovery via processing of food organics, resource recovery programs need to be seen in the context of overall consumption patterns, which without change, will continue to see Australia as among the top 10 solid waste generators among the OECD countries (currently 2<sup>nd</sup> only to the USA) (ABS 2003, in Local Government Action Plan, Department of Environment & Conservation). No one technology or practice will provide the solution to the waste problem and the technologies alone cannot facilitate waste prevention. Rather, they form part of the solution, to be considered within an overall integrated strategy of waste avoidance measures and Extended Producer Responsibility principles (i.e. sustainable product development) (Report 2, Technologies & Practices, for the Total Environment Centre, 1999).

Currently there are no Councils in the Sydney Metropolitan region who collect food organics for composting. There are a few examples of Council's that have trialled the collection of food organics including:

- Willoughby Council in 1999 – Sample size 400 households. Non fatty food only i.e. fruit/veg scraps, egg shells, coffee ground/tea bags. According to the trial report, no extension was undertaken to the trial, due to the high cost of transport to the processing facility at the time and no opportunity for local processing in open windrows due to strict prohibition from the EPA.
- Hastings Council in 2004 – located within the Mid North Coast (Port Macquarie). Undertaken in conjunction with the DEC. Sample size 1,200 households. Non fatty food only. Hastings Council has an existing Organic Resource Recovery Facility operated by Rethmanns Pty Ltd for the receipt of organic materials (food and garden) and already accepts non fatty food material in its garden collection service.

Food collection trials generally involve the following as the main components:

- a number of trial areas, with a control area and 3-4 other trial areas using a variety of different systems for comparisons;
- a Pre and Post resident survey to gauge the community's attitude towards a collection system and to provide concrete data on the most preferred system that captures the greatest volume of materials for recovery.
- community/staff education

A common finding from the above Council trials was that a 240L weekly collection of garden/food organics was the preferred collection system which resulted in the collection of the largest volumes of organic material. However, container options would need to be assessed according to the particular demographics and geographical constraints of the Leichhardt LGA.

In the LGAP the DEC suggested that Councils may achieve better outcomes by working together in groups for joint tendering and contractual arrangements.

## 5. Report

### 5.1 Regulatory requirements

Composting and related processing treatment facilities (including facilities that mulch or ferment organic material) that receive over 200 tonnes per year, require licensing under the Protection of the Environment Operations Act 1997 (Schedule 1). (Note: during the 2003/2004 year Leichhardt Council's domestic service generated 1,000 tonnes of garden organic material).

The Department of Environment and Conservation (DEC) which incorporates the previous Environment Protection Authority, is the statutory body that approves licensing agreements. License holders have to comply with '*Environmental Guidelines – Composting and Related Organics Processing Facilities*', DEC 2004, specifically in relation to:

- air quality impacts, namely odours and particulate matter
- potential hazards, such as fires and explosions
- water and soil pollution (including a hydrological investigation of the site and surrounding ground waters/surface water bodies) and a separate 'Water Assessment Plan'.
- loss of amenity, particularly odours, the presence of vermin in excessive numbers, excessive noise levels from equipment (such as shredders and traffic), wind-blown litter and particulate matter from delivery trucks and earthmoving equipment
- production of contaminated organic products.

Recommendations under the Guidelines propose that composting works are to be located away from residences or other sensitive receptors (due to the issues as stated above and the necessity for around the clock supervision of the site).

Processes required for siting a composting facility are comprehensive and include:

- An environmental impact assessment (required under the '*EIS Practice Guidelines: Composting and Related Facilities*', Department of Infrastructure, Planning and Natural Resources
- Conformance with the DEC Environmental Guidelines as above
- Preparation and submission of a Development Application accompanied by the Environmental Impact Statement
- Consultation with the DEC for General Terms of Approval for the facility
- On approval of Development Consent, an Environment Protection Licence from the DEC.

There are also Australian Standards that exist for the processing of compost and related products for redistribution – *Australian Standard AS4454-2003 Composts, soil conditions*

*and mulches*. This standard is to ensure the quality of the compost produced and delivered to the market. Contaminated organics used in the environment can potentially lead to the pollution of surface waters, soil and groundwater and the spreading of pathogens, pests and diseases (in turn posing health risks via the foodchain). Main contaminants include metal compounds (cadmium, lead etc) organic chemicals (eg pesticides) and weed seeds which if spread can cause serious environmental consequences and loss of amenity.

Council doesn't have any suitable locations to treat putrescible waste and a regional facility would be the most practical and suitable option.

## 5.2 Processing facilities

Advances in technology and the shift towards treating waste as a resource has resulted in the development and promotion of a number of alternative waste treatment technologies (AWT). AWT's can be based on a variety of technologies, can be designed to take specific materials (eg food only) or mixed waste materials and can produce different end products of different standard types.

Examples of AWT technology include:

- Mechanical Separation Technologies eg 'Material Sorting' of dry recyclable material; 'Waste Separation' i.e. mixed waste is 'mechanically worked' to soften and separate the waste into different streams eg an organic fraction, for use as a feedstock for further biological processes; a metal scrap fraction etc
- Biological technologies eg open windrow composting, vermicomposting, anaerobic digestion, fermentation
- Thermal Technologies eg Incineration, Pyrolysis/Gasification; or
- different mixtures of the above.

These technologies are technically complex. They require quality assurance and contamination management practices, in most cases large tracts of land, a critical mass of materials (typically around 100,000 tonnes), high capital requirements, EPA licensing and have contracts in the order of 10-20 years. They are usually deemed as 'designated development'. Examples of this sort of AWT facility include the recent Urban Resource Reduction, Recovery and Recycling Facility (UR-3R) a joint venture with Waste Service NSW and the private Global Renewables organisation.

The DEC views more complex AWT technology as suitable for the treatment of residual wastes. Less complex AWT systems are viable for lower quantities of source separated resources, such as garden organics and food organics.

Due to the complex nature of different processing systems, the DEC has developed an AWT Assessment Tool that builds on the work of the Alternative Technologies Inquiry (1999) and incorporates the DEC's experience gained across a number of public tenders and calls for expressions of interest for AWT over the last few years. Working with the DEC in a regional tender/Expression of Interest capacity, for the receipt of organic material, will place Council in the best position to call on the expertise required to ensure the process involves stringent risk assessment analysis and to determine the most appropriate processing technologies, where the highest social, environmental and economic benefits can be achieved (See 4.4 for further details on facilities for the receipt of organics).



### **5.3 Separate collection of putrescible waste for Leichhardt Council**

In the 2003/2004 year, Leichhardt Council's domestic waste generation was approximately 10,500 tonnes. Council's 2003 domestic waste & recycling audit indicated that approximately 44% of the general waste bin was comprised of food (with another 5% comprised of garden organics). Based on the above figures, a separate collection and processing of food organics has the potential to remove a further estimated 4,660 tonnes of material from general waste (currently going to landfill) to resource recovery of organic material.

Council currently offers an automatic fortnightly collection service for garden organics only and it would be proposed to combine this collection with the collection of putrescible waste on a weekly basis. Council would need to undertake a domestic organics recovery collection trial. This would also assist Council in the determination of the full service costs, depending on the most appropriate collection system identified in the trial eg size of container etc.

A bin roll out for the separate collection of garden and food organics would potentially involve approximately 21,500 bins as only 11% of residents currently have a Mobile Garbage Bin (MGB) for the collection of garden organics. Whilst some residents may continue to compost on-site (however, in general, most residents would still require a food collection service, as most would not be composting meats/fish etc in a home composting system).

This system would require an extra bin for 89% of residents who don't have an MGB garden bin. This will require an extensive education program similar to that recently undertaken with the new recycling service.

#### **5.3.1 Education program for the separate collection of putrescible waste**

Successful resource recovery and waste avoidance systems and programs rely on maximum participation from the community. Decision making regarding the most appropriate resource recovery options need to be considered by and developed with the local community to help identify their support for the systems and programs and their willingness to source separate materials. This will involve raising awareness and providing the necessary information on the environmental and lifecycle impacts of the materials involved (in this instance, organic materials) and the processes and systems involved in moving towards more sustainable waste management practices, eg collection trials, another bin for separate collection, what happens to the materials at different processing facilities and what they can be used for.

An ongoing consultation/communication program will be required throughout the various phases of the organics recovery collection eg food collection trial and integration of educational information on this service will be required in all of Council's ongoing educational material.

Participation of all key stakeholders will be crucial to the success of the resource recovery operations and to this end the establishment of a working group is recommended involving representation from Council, the community, relevant environment groups and relevant associations and other key players identified during the consultation and implementation phases. However Council is in the process of consultation/education with the community regarding the new recycling service which will take until the end of 2005.

## 5.4 Receipt and processing of putrescible waste

A recent report '*Analysis of Markets for Recycled Organic Products*', DEC 2004, indicates that there are 24 EPA licences currently operating for composting facilities in the Greater Sydney Region (GSR) (the GSR includes Metropolitan Sydney and surrounding areas including Wyong, Gosford, Blue Mountains and Wollondilly). Currently, the majority of these sites accept garden organics only. Examples of facilities that accept food organics for composting include Earthpower Technologies Sydney Pty Ltd, located at Camellia (food only) and Camden Soil Mix at Campbelltown (mixed garden and food in a Vertical Composting Unit).

However the long term option for Council would be to have a regional contract for receipt of organics. Councils in the Inner Sydney Waste Managers Group (ISWMG) i.e. Ashfield, Auburn, Burwood, Canada Bay & Strathfield, have previously discussed this option. Recent verbal discussions with the DEC indicate that the DEC would, in principle support the coordination of an Expression of Interest (EOI) for the receipt of garden and food organics in a similar way to the recent regional recycling contract with the Councils of the ISWMG. Clauses relating to the opportunities for take back/buyback of the end product (for redistribution) can be included in the EOI.

Support from the DEC for the regional recycling contract, included the drafting of all tender and related documents (including stringent legal checks) advertising, tender evaluation and appointment of contractor, in conjunction with the ISWMG. Similar benefits are achievable via a regional contract for the receipt of organics recycling contract, as per the recycling contract, including:

- Lower services costs to participating Councils
- Long term stability for the life of the contract (usually 7-10 years)
- Increased control of services and costs for Councils.
- Best practice form of contract
- Development of consistent education materials and programs.

A proposal for an EOI for the receipt and processing of a regional organics contract will be discussed at the next meeting of the ISWMG on 23<sup>rd</sup> February 2005.

Due to the complexity of this project it is envisaged that it will take a number of years and further reports to Council on the matter before a final decision can be made. This is evident as Council's regional recycling tender took a period of 4 years from its inception to the awarding and implementation of the contract.

## 5.5 Food organics to be processed with residual waste

Alternative options to the separate collection of food organics, could be transporting food organics and residual waste together (ie the contents of the general waste bin) to be processed, for example, at the UR-3R Waste Service NSW facility at Eastern Creek. This alternative would still require the separate collection of garden organic materials as per Council's current service (to be in line with the requirements of DEC's Local Government Action Plan).

However, at the time of this report, the UR-3R was not producing compost to an Australian Standard and this material would not be suitable for redistribution for urban amenity

application. The DEC's position is that good quality, source separated resource streams i.e. separately collected organics streams, are the more appropriate option. Processing of separated organic streams would provide the best access to high value product markets enabling the end product to be used at its highest resource value i.e. a high nutrient organic fertiliser, appropriate for redistribution in an urban environment.

Council's residual waste (i.e. leftover after removal of recycling and all organics) could then be processed at, for example, the UR-3R at Eastern Creek, which would assist Council to meet the LGAP requirements for residual waste treatment and to ensure stabilisation of the residual waste and avoidance of sending waste to landfill.

A short term solution could be to take a percentage of the annual tonnage of the food organics and residual waste (i.e. the current general waste bin) to the Waste Services UR-3R facility, during the development of the regional receipt and processing contract. This option would depend on the flexibility of Waste Services NSW to receive material on a daily (rather than a contractual) arrangement.

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** INFRASTRUCTURE AND SERVICE DELIVERY  
**SUBJECT:** ITEM 30 MINUTES OF LOCAL TRAFFIC COMMITTEE  
**FILE REF:** F97/00809  
**DATE:** 10 August 2007  
**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**FORWARDED TO**

Councillor Chris Windsor	Chairperson
François La Rue	Roads and Traffic Authority – Client Services
Snr Constable David Taylor	NSW Police
Snr Constable Chris Hill	NSW Police
Jennifer Glass	Sandra Nori MP, Member for Port Jackson
Rod Taylor	State Transit Authority
Internal Council distribution	LMC – Road Safety Officer, Precincts, etc

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## **SUMMARY OF RECOMMENDATIONS**

### **1.0 Confirmation of Minutes**

#### **TR05/001**

#### **Confirmation of Minutes**

#### **Committee Recommendation:**

That the Minutes from the Local Traffic Committee meeting held 3 December 2004 be accepted as a true and accurate record of the meeting's proceedings.

### **2.0 Reports**

#### **TR05/002**

#### **2.1 Angle Parking – William Street, Leichhardt**

#### **Committee Recommendation:**

That Council Drawing No.553-A1 be amended to include 10 metres of "NO STOPPING" signage at the end of every street intersection in both directions.

#### **TR05/003**

#### **2.2 Road Closure – Italian Festa on Norton (2005)**

#### **Committee Recommendation:**

1. That the road closure application for the Italian Festa on Norton (2005) be supported subject to the following conditions:
  - a) That the road closures be restricted to:
    - Norton Street from Marion to William Street;
    - Wetherill Street from Norton Street to Balmain Road;
    - Marlborough Street from Norton Street to Cromwell Street;
    - Short Street from Norton Street to Balmain Road;
    - Carlisle Street from Norton Street to Cromwell Street;
    - Macauley Street from Norton Street to Cromwell Street;
    - Allen Street from Cromwell Street to Derbyshire Road;
    - Arthur Street from Allen Street to Short Street.
  - b) That Special Event Clearway restrictions be installed along both sides of Marion Street between Balmain Road and Elswick Street at the applicant's expense. (RTA contact: Ben McLean 8396 1541)
  - c) That a three (3) metre unencumbered passage be available for emergency vehicles though the closed section of Norton Street at all times.
  - d) That approval from RTA Transport Management Centre to close the roads is obtained prior to the event. (RTA contact: Ben McLean 8396 1541) A copy of the RTA approval must be forwarded to Council's Traffic section prior to the event.

- e) That approval to conduct a public assembly be obtained from the NSW Police prior to the event. (Local Area Command – Five Dock Ph: 8753 3699). A copy of the NSW approval must be forwarded to Council’s Traffic Section prior to the event.
- f) That the State Transit Authority of NSW be notified of the road closure and associated activities. Any concerns or requirements raised by State Transit Authority of NSW must be resolved or accommodated by the applicant. (STA Leichhardt Depot Ph: 9582 5911).
- g) The occupation of the road carriageway must not occur until the road has been formally closed.
- h) That temporary bus stops be installed along Cromwell Street by Council.
- i) That the event organiser provides clear information to the public on the availability of parking prior to and on the day of the event and more importantly encourages the public to use public transport to access the event. This information should be included in all event advertising.
- j) That all affected businesses, residents and other occupants be notified of the road closures, activities and changes to public transport arrangements. Any concerns or requirements raised by business proprietors, residents and other occupants must be resolved or accommodated. The notification shall involve the following, at minimum an information letterbox drop distributed two weeks prior to the commencement of the event. The proposed information, distribution area and distribution period is to be submitted to Council’s Traffic Section for approval one week prior to distribution.
- k) That the road closures be advertised in the local relevant newspapers at the applicant’s expense. The advertising shall be in accordance with RTA’s advertising format and be submitted to Council’s Traffic Section for approval prior to advertising. The advertisements shall be placed in the local newspapers 7 days before the event.
- l) That the approved Traffic Management Plan must be implemented at the applicant’s expense.
- m) Where applicable, that the applicant provides and erects barricades and signage in accordance with Australian Standard AS 1742.3-1996: Traffic Control Devices for Works on Roads.
- n) That all traffic controllers must hold RTA certification.
- o) That the areas to be used for the activities must be maintained in a clean and tidy condition to the satisfaction of Council’s Director Infrastructure and Service Delivery, or else the applicant will be required to reimburse Council for any extraordinary cleansing costs.
- p) That Council’s Manager Parks And Streetscapes must be notified of the cleanup arrangements (Council contact: Vince Cusumano 9367 9013).
- q) That the conduct of any activities or use of any equipment required in conjunction with the road closures must not result in any “offensive noise” as defined by the Noise Control Act.
- r) That copies of approvals from Council, NSW Police, RTA and the approved Traffic Management Plan must be available on the site for inspection by NSW Police, WorkCover Inspectors, RTA Inspectors, or Council Officers.
- s) The applicant shall comply with any reasonable directive from Council’s Officers.
- t) The Council and RTA be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public way during the road closures. The applicant must produce evidence of public risk insurance cover (under which the Council and RTA are indemnified) with a minimum policy value of at least \$10,000,000.

2. That Council reserves the right to cancel the road closure approval at any time.

### **3.0 Status Reports**

Nil

### **4.0 Minor Traffic Facilities**

Nil

### **5.0 General Business**

Nil

### **6.0 Next Meeting of the Leichhardt Local Traffic Committee**

**TR05/004**

#### **Committee Recommendation:**

That the next meeting of the Leichhardt Local Traffic Committee be scheduled for Friday 25 February 2005 and the following meeting be rescheduled to Friday 18 March 2005 because of Easter.

### **1.0 Confirmation of Minutes**

Confirmation of Minutes from the Local Traffic Committee meeting held on 3 December 2004 (refer to Appendix A).

#### **Officer's Recommendation:**

That the Minutes from the Local Traffic Committee meeting held 3 December 2004 be accepted as a true and accurate record of the meeting's proceedings.

#### **Committee Recommendation:**

That the Minutes from the Local Traffic Committee meeting held 3 December 2004 be accepted as a true and accurate record of the meeting's proceedings.

### **1.1 Council Resolution**

Council at its Ordinary meeting held on 14 December 2004 considered the Local Traffic Committee's recommendations from the meeting held on 3 December 2004. Council resolved the following:

*"That Council adopt the minutes of the Local Traffic Committee held on 3 December 2004 with the accompanying recommendations subject to the following change;*

*Item 2.7 – Resident Parking Scheme – Lilyfield South*

*The recommendation to be changed to;*

*“That the resident parking scheme be trialled for a period of 6 months, then the residents be re-surveyed and the results of the survey be reported back to the Traffic Committee”.*”

**Discussion:**

- No objections

## **2.0 Reports**

### **2.1 Angle Parking – William Street, Leichhardt**

*Precinct: Pioneer - Ward: Eora*

*File: ST00594*

The Committee at its December 2004 meeting (Item 4.3) considered Council's proposal to implement angle parking on the southern side of William Street in order to increase on-street parking near Norton Street and its associated retail shopping precinct.

The Committee recommended:

*“That no objections be raised to the proposal and that the matter be reported back to the Leichhardt Local Traffic Committee following community consultation.”*

A letter (dated 9 December 2004) and plan detailing the proposal was prepared and distributed to six local residents of William Street seeking their comments. The residents were requested to forward any comments prior to 14 January 2005. Plan attached as **Appendix A**.

The Sydney Buses representative advised of no objection to the proposal at the December 2004 Traffic Committee meeting.

Council received only one comment from a resident objecting to the proposal and the issues are shown below with a corresponding officer comment.

<b>Précis of resident's issues</b>	<b>Officer's Comment</b>
<ul style="list-style-type: none"> <li>• Staff parking from bus depot should be made to park within the bus depot.</li> </ul>	<p>The bus depot has existed for many years and previously was not subject to providing on-site parking for staff. Over the years parking demand in the area has increased and the proposal should ameliorate some of this parking demand.</p>
<ul style="list-style-type: none"> <li>• Angle parking will cause headlight glare to enter house.</li> </ul>	<p>Whilst some headlight glare may occur, the occurrence would be minimal due to:</p> <ul style="list-style-type: none"> <li>○ only a couple of carspaces likely to affect the property,</li> <li>○ low turnover of parking, as the proposed carspaces will not be subject to time restrictions,</li> </ul>



	<ul style="list-style-type: none"> <li>○ the property being elevated and there is a brick boundary fence abutting William Street.</li> </ul>
<ul style="list-style-type: none"> <li>● Relocate proposal to Norton Street by removing the street trees and parking meters.</li> </ul>	This option is not appropriate or feasible.

On the basis of the above comments and that Council received no other comments on the proposal following the community consultation; it is recommended that the proposal should be implemented.

#### **Officer's Recommendation:**

That the proposal to provide 45 degree angle parking (rear to kerb) on the southern side of William Street between Norton Street and Derbyshire Road, detailed in Council's Drawing No.553-A1, be approved.

#### **Discussion:**

- The RTA representative forwarded the following e-mail advice on 4 February 2005:

*"The RTA has no objection to the proposal in principal, subject to the condition that there is 10 metres of "NO STOPPING" at the end of every street in both directions.*

*There are concerns, however, with motorists turning right onto William Street from Henry Street. Motorists usually look left and right before turning and may not notice vehicles in the angled parking area directly in front of them trying to pull out. Motorists may have the impression that these vehicles are parked and not merging into traffic.*

*Many motorists trying to pull out of the angled parking area directly in front of Henry Street will attempt to turn right in order to travel east along William Street. They would have to look in three directions. This situation increases the safety risks at this location."*

It is recommended that Drawing No.553-A1 be amended to include 10 metres of "NO STOPPING" signage at the end of every street intersection (shown on the plan) in both directions.

The other concerns raised by the RTA are commented on below:

- Motorists will be parking rear to kerb in the proposed angled parking area in William Street and will therefore face traffic when driving out of the carspace. The onus is on the motorist leaving the kerbside parking to give way to turning and through traffic.

- The imminent closure of Moore Street between Derbyshire Road and Balmain Road should virtually eliminate the need for a motorist to turn right from the angled parking in William Street and travel eastbound.

**Committee Recommendation:**

That Council Drawing No.553-A1 be amended to include 10 metres of “NO STOPPING” signage at the end of every street intersection in both directions.

2.2 Road Closure – Italian Festa on Norton (2005)

*Precinct: Elswick, Pioneer and Westgate – Ward: Leichhardt / Lilyfield  
File: F97/01223 & ST00644*

International Media Communications Pty Ltd (IMC), on behalf of the Leichhardt Central Business Chamber, has submitted a request for approval to conduct the Festa on Norton 2005 on Sunday 6 March 2005.

In accordance with the RTA “*Guide to Traffic and Transport Management for Special Events V3.3 August 19, 2004*”, and based on information supplied by IMC, the event is classified as a Special Event Class 2.

A copy of the Traffic Management Plan (TMP) for the event is attached as **Appendix B** and a copy has been forwarded to the RTA for its approval.

To facilitate the event, it is proposed to close the following roads between 2:00am and 9:00pm on Sunday 6 March 2005:

- Norton Street from Marion to William Street;
- Wetherill Street from Norton Street to Balmain Road;
- Marlborough Street from Norton Street to Cromwell Street;
- Short Street from Norton Street to Balmain Road;
- Carlisle Street from Norton Street to Cromwell Street;
- Macauley Street from Norton Street to Cromwell Street;
- Allen Street from Cromwell Street to Derbyshire Road;
- Arthur Street from Allen Street to Short Street.

Barriers at the closures will be overseen by event marshals for the duration of the road closure and access to the streets off Norton Street for resident parking scheme and RTA mobility scheme permit holders will be provided. Access to the area for emergency services will be provided via Marlborough Street, Short Street, Carlisle Street and Macauley Street as Norton Street will be closed with water filled barriers at Marion Street and William Street.

Similar to the 2004 event, a ‘Special Event Clearway’ restriction is proposed for Marion Street between Balmain Road and Elswick Street to ensure that access around the road closures for emergency and public transport services is maintained at all times. The restriction is proposed to operate between 8.00am and 8.00pm on the event day.

The event organiser has also requested the provision of a ‘Special Event Clearway 8.00am and 8.00pm’ restriction in the closed section of Norton Street.

The event organisers are aware that this facility is installed and monitored by the RTA as a user-pays service.

For the duration of the road closures, bus services will be diverted down Cromwell Street and Balmain Road with temporary bus zones to be installed in Cromwell Street, similar to previous years. Council will notify occupants in properties affected by the temporary bus zones, road closures and Special Event Clearways on behalf of the event organiser. Information on the road closures and Special Event Clearways will also be published in local media at the applicant's expense.

**Officer's Recommendation:**

1. That the road closure application for the Italian Festa on Norton (2005) be supported subject to the following conditions:
  - a) That the road closures be restricted to:
    - Norton Street from Marion to William Street;
    - Wetherill Street from Norton Street to Balmain Road;
    - Marlborough Street from Norton Street to Cromwell Street;
    - Short Street from Norton Street to Balmain Road;
    - Carlisle Street from Norton Street to Cromwell Street;
    - Macauley Street from Norton Street to Cromwell Street;
    - Allen Street from Cromwell Street to Derbyshire Road;
    - Arthur Street from Allen Street to Short Street.
  - b) That Special Event Clearway restrictions be installed along both sides of Marion Street between Balmain Road and Elswick Street at the applicant's expense. (RTA contact: Ben McLean 8396 1541)
  - c) That a three (3) metre unencumbered passage be available for emergency vehicles though the closed section of Norton Street at all times.
  - d) That approval from RTA Transport Management Centre to close the roads is obtained prior to the event. (RTA contact: Ben McLean 8396 1541) A copy of the RTA approval must be forwarded to Council's Traffic section prior to the event.
  - e) That approval to conduct a public assembly be obtained from the NSW Police prior to the event. (Local Area Command – Five Dock Ph: 8753 3699). A copy of the NSW approval must be forwarded to Council's Traffic Section prior to the event.
  - f) That the State Transit Authority of NSW be notified of the road closure and associated activities. Any concerns or requirements raised by State Transit Authority of NSW must be resolved or accommodated by the applicant. (STA Leichhardt Depot Ph: 9582 5911).
  - g) The occupation of the road carriageway must not occur until the road has been formally closed.
  - h) That temporary bus stops be installed along Cromwell Street by Council.
  - i) That all affected businesses, residents and other occupants be notified of the road closures, activities and changes to public transport arrangements. Any concerns or requirements raised by business proprietors, residents and other occupants must be resolved or accommodated. The notification shall involve the following, at minimum an information letterbox drop distributed two weeks prior to the commencement of the event. The proposed information, distribution area and distribution period is to be submitted to Council's Traffic Section for approval one week prior to distribution.
  - j) That the road closures be advertised in the local relevant newspapers at the applicant's expense. The advertising shall be in accordance with RTA's

- advertising format and be submitted to Council's Traffic Section for approval prior to advertising. The advertisements shall be placed in the local newspapers 7 days before the event.
- k) That the approved Traffic Management Plan must be implemented at the applicant's expense.
  - l) Where applicable, that the applicant provides and erects barricades and signage in accordance with Australian Standard AS 1742.3-1996: Traffic Control Devices for Works on Roads.
  - m) That all traffic controllers must hold RTA certification.
  - n) That the areas to be used for the activities must be maintained in a clean and tidy condition to the satisfaction of Council's Director Infrastructure and Service Delivery, or else the applicant will be required to reimburse Council for any extraordinary cleansing costs.
  - o) That Council's Manager Parks And Streetscapes must be notified of the cleanup arrangements (Council contact: Vince Cusumano 9367 9013).
  - p) That the conduct of any activities or use of any equipment required in conjunction with the road closures must not result in any "offensive noise" as defined by the Noise Control Act.
  - q) That copies of approvals from Council, NSW Police, RTA and the approved Traffic Management Plan must be available on the site for inspection by NSW Police, WorkCover Inspectors, RTA Inspectors, or Council Officers.
  - r) The applicant shall comply with any reasonable directive from Council's Officers.
  - s) The Council and RTA be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public way during the road closures. The applicant must produce evidence of public risk insurance cover (under which the Council and RTA are indemnified) with a minimum policy value of at least \$10,000,000.
2. That Council reserves the right to cancel the road closure approval at any time.

#### Discussion:

- The RTA representative forwarded the following e-mail advice on 4 February 2005:

*"The RTA raises no objection in principal to the proposal. However, in previous years the parking areas were filled quickly. this caused cars to queue up and down Norton Street between Marion Street and Parramatta Road, while they waited to get into the forum. The RTA recommends Council looks at effective Traffic Management processes to inform motorists quickly that this area is full, and direct them to other parking spaces."*

It is recommended that the event organiser provides clear information on the availability of parking prior to and on the day of the event and more importantly encourages the public to use public transport to access the event. This should be included in all event advertising.

- Pauline Valentine, Secretary Precinct 7 & 8 Committee advised Council staff of her concerns regarding the length and operational time of the proposed Special Event Clearway in Marion Street between Balmain Road and Elswick Street.

Ms Valentine requested that the Special Event Clearway only operate between Balmain Road and Cromwell Street and for the time of the road closure ie between 10am and 6pm.

The request was forwarded to the Police and RTA representatives and the Police advised that the Traffic Management Plan implemented in previous years should also apply for this year's event. The RTA representative supported this view.

- Ms Valentine also noted that free parking was being made available and asked whether Marketplace would be extending its parking hours for the event. The organiser has advised that Marketplace has not made parking available in the past outside of their trading hours and they close at 4.00 pm on Sundays.

Mr Gunn further advised that St Columba's School made parking available last year but they did charge. However, not many people used this facility and the organiser is checking whether the school will offer parking again this year. Mr Gunn is also investigating other parking options for the affected residents and will advise Council by 8 February 2005.

#### **Committee Recommendation:**

1. That the road closure application for the Italian Festa on Norton (2005) be supported subject to the following conditions:
  - a) That the road closures be restricted to:
    - Norton Street from Marion to William Street;
    - Wetherill Street from Norton Street to Balmain Road;
    - Marlborough Street from Norton Street to Cromwell Street;
    - Short Street from Norton Street to Balmain Road;
    - Carlisle Street from Norton Street to Cromwell Street;
    - Macauley Street from Norton Street to Cromwell Street;
    - Allen Street from Cromwell Street to Derbyshire Road;
    - Arthur Street from Allen Street to Short Street.
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  - c) That a three (3) metre unencumbered passage be available for emergency vehicles though the closed section of Norton Street at all times.
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  - e) That approval to conduct a public assembly be obtained from the NSW Police prior to the event. (Local Area Command – Five Dock Ph: 8753 3699). A copy of the NSW approval must be forwarded to Council's Traffic Section prior to the event.
  - f) That the State Transit Authority of NSW be notified of the road closure and associated activities. Any concerns or requirements raised by State Transit Authority of NSW must be resolved or accommodated by the applicant. (STA Leichhardt Depot Ph: 9582 5911).
  - g) The occupation of the road carriageway must not occur until the road has been formally closed.
  - h) That temporary bus stops be installed along Cromwell Street by Council.

- i) That the event organiser provides clear information to the public on the availability of parking prior to and on the day of the event and more importantly encourages the public to use public transport to access the event. This information should be included in all event advertising.
  - j) That all affected businesses, residents and other occupants be notified of the road closures, activities and changes to public transport arrangements. Any concerns or requirements raised by business proprietors, residents and other occupants must be resolved or accommodated. The notification shall involve the following, at minimum an information letterbox drop distributed two weeks prior to the commencement of the event. The proposed information, distribution area and distribution period is to be submitted to Council's Traffic Section for approval one week prior to distribution.
  - k) That the road closures be advertised in the local relevant newspapers at the applicant's expense. The advertising shall be in accordance with RTA's advertising format and be submitted to Council's Traffic Section for approval prior to advertising. The advertisements shall be placed in the local newspapers 7 days before the event.
  - l) That the approved Traffic Management Plan must be implemented at the applicant's expense.
  - m) Where applicable, that the applicant provides and erects barricades and signage in accordance with Australian Standard AS 1742.3-1996: Traffic Control Devices for Works on Roads.
  - n) That all traffic controllers must hold RTA certification.
  - o) That the areas to be used for the activities must be maintained in a clean and tidy condition to the satisfaction of Council's Director Infrastructure and Service Delivery, or else the applicant will be required to reimburse Council for any extraordinary cleansing costs.
  - p) That Council's Manager Parks And Streetscapes must be notified of the cleanup arrangements (Council contact: Vince Cusumano 9367 9013).
  - q) That the conduct of any activities or use of any equipment required in conjunction with the road closures must not result in any "offensive noise" as defined by the Noise Control Act.
  - r) That copies of approvals from Council, NSW Police, RTA and the approved Traffic Management Plan must be available on the site for inspection by NSW Police, WorkCover Inspectors, RTA Inspectors, or Council Officers.
  - s) The applicant shall comply with any reasonable directive from Council's Officers.
  - t) The Council and RTA be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public way during the road closures. The applicant must produce evidence of public risk insurance cover (under which the Council and RTA are indemnified) with a minimum policy value of at least \$10,000,000.
2. That Council reserves the right to cancel the road closure approval at any time.

### **3.0 Status Reports**

Nil

### **4.0 Minor Traffic Facilities**

Nil

**5.0 General Business**

Nil

**6.0 Next Meeting of the Leichhardt Local Traffic Committee**

**Recommendation:**

That the next meeting of the Leichhardt Local Traffic Committee be scheduled for Friday 25 February 2005.

**Discussion:**

- The Committee members were contacted as it was noted that the meeting proposed to be held on Friday, 25 March 2005 coincided with Good Friday and the Chairman suggested bringing the meeting forward to Friday, 18 March 2005. No objections were received.

**Committee Recommendation:**

That the next meeting of the Leichhardt Local Traffic Committee be scheduled for Friday 25 February 2005 and the following meeting be rescheduled to Friday 18 March 2005 because of Easter.

## LEICHHARDT MUNICIPAL COUNCIL

# REPORT

<b>DIVISION:</b>	INFRASTRUCTURE AND SERVICE DELIVERY
<b>SUBJECT:</b>	ITEM 31 2ND QUARTER 2004/05 INFRASTRUCTURE PROGRAM UPDATE
<b>AUTHOR:</b>	ALLEN MAPSTONE, MANAGER ASSETS
<b>FILE REF:</b>	F03/00325
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

### DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS

<b>Financial Implications:</b>	Consistent with Council's adopted budget & Management Plan
<b>Policy Implications:</b>	Progress Council's infrastructure improvement program.
<b>Strategic Plan Objective:</b>	4.3 Infrastructure Maintenance & Provision
<b>Staffing Implications:</b>	Nil
<b>Notifications:</b>	Residents/ratepayers are advised of these programs through the local media, Council newsletters, the Precincts & the web site.
<b>Other Implications:</b>	Satisfactory program progression to date.



### **1. Purpose of Report**

To advise Council about the progress of the infrastructure works program for the 2nd quarter of the 2004/2005 financial year.

### **2. Recommendations**

That the progress of the infrastructure works program for the 2nd quarter of the 2004/2005 financial year be noted.

### **3. Report**

Council's 2004/05 budget allocation for the infrastructure program amounts to \$6M (excluding carry over funding unexpended from the previous year which amounts to \$2M). Approximately \$4.1 M of this is available to maintain and renew council's assets. However the actual target expenditure to ensure our assets remain in a satisfactory condition is \$6.2M. Therefore despite a distinct improvement in infrastructure expenditure over the last 2 to 3 years, Council is still short of adequate maintenance levels by almost a \$2.1 million per annum. This years budget also includes non recurrent funding from the property reserve of \$300,000 and \$400,000 from the section 94 old plan for parks capital works.

This target expenditure of \$6.2M per year may also need to be increased if Council decides to increase the standard of its infrastructure (eg for roads and footpaths) and/or to maintain any newly created infrastructure. Council's new infrastructure assets are growing annually through the construction of new cycleways, pathways, park embellishments, traffic facilities and the acquisition of new open space. Whilst it may be an immediate priority for Council to fund the construction of these works, the additional annual funding requirements to maintain these assets in a satisfactory condition must be recognised. It is also important to note that the expenditure on creating additional assets (Asset Expansion) does not contribute to meeting the Target Expenditure required for the ongoing maintenance and renewal of the existing assets.

Council is in the process of reviewing and updating its asset data and new targets will be considered in light of any newly created infrastructure and any possible increases in service standards to meet community demands.

The infrastructure program has been developed using Council's asset condition ratings and also includes implementation of Council's adopted parks and mainstreet master plans. Fulfilment of this program is dependent on the expected parking management (meter and fines) net revenue being realised and whether there are any unforeseen infrastructure failures that require emergency repair.

Following the budget review process where Council resolved to fund a number of projects from the infrastructure budget \$374,000 has been deducted from the infrastructure program as tabled in the adopted management plan The following table outlines the infrastructure categories that these deductions have been made.

<b>Infrastructure Item</b>	<b>Amount deducted after budget review</b>
Buildings	\$100,000
Footpaths	\$132,000
Kerb and Gutter	\$10,000
Parks Infrastructure	\$82,000
Roads	\$25,000
Traffic Facilities	\$25,000
<b>Total</b>	<b>\$374,000</b>

These deductions have been incorporated into the infrastructure table which summarises the funding sources and areas of expenditure in the infrastructure program.

### **Infrastructure Funding 2004-2005**

<b>Service Item</b>	<b>Rates/Grants</b>	<b>Parking Management</b>	<b>Total Funding</b>
Buildings	671,970	253,649	925,619
Drains	148,167	121,948	270,115
Footpaths	655,510	731,688	1,387,198
Kerb & Gutter	343,262	73,169	416,431
Main Streets	321,209	390,233	711,442
Parks	554,922	195,117	750,039
Roads	412,489	218,899	631,388
Sea Walls	88,052	121,948	210,000
Wharves	15,000	-	15,000
Traffic Facilities	484,448	182,310	666,758
<b>Total Expend.</b>	<b>\$3,695,029</b>	<b>\$ 2,288,961</b>	<b>\$ 5,983,990</b>

Note: Mainstreets are part of footpaths; traffic facilities include traffic calming, roundabouts etc but don't contribute to asset maintenance targets.

## Infrastructure Target Expenditure

Service Item	Funding 2004/05			
	Total Funding	*Proposed Expenditure on Asset Expansion	Total Funding For Maintenance & Renewal	Target Expenditure Maintenance & Renewal
Buildings	925,619	295,000	630,619	1,779,275
Drains	270,115	-	270,115	248,487
Bridges	-	-	-	44,260
Footpaths	1,387,198	-	1,387,198	1,554,803
Kerb & Gutter	416,431	-	416,431	784,526
Main Streets	711,442	511,442	200,000	(in footpaths)
Parks	750,039	369,000	381,039	156,163 **
Roads	631,388	-	631,388	1,286,833
Sea Walls	210,000	-	210,000	306,683
Wharves	15,000	-	15,000	106,177
Traffic Facilities	666,758	666,758	-	
<b>Total</b>	<b>\$ 5,983,990</b>	<b>\$1,842,200</b>	<b>\$ 4,141,790</b>	<b>\$6,267,207</b>
<b>Available funds vs Target Expend.</b>			<b>\$ 4,141,790</b>	<b>\$6,267,207</b>

\* It should be noted that any expenditure on the expansion of infrastructure assets does not contribute to the renewal and upgrade of existing infrastructure assets.

\*\* Parks Target expenditure for 2003-2004 assumed pending analysis of Parks Infrastructure.

## PROGRESS OF WORKS

### Infrastructure – Roads

- Narrow Streets Program. Trial Shared Zone in Foucart Street in progress 1<sup>st</sup> quarter.
- Consultation/Evaluation of Foucart Street trial undertaken.
- Plans revised and submitted to the RTA for addition trials in 2 precincts: Balmain (Phillip, Short & Spring Streets) and Rozelle (Springside, Callan, McCleer Streets)

### Infrastructure - Footpaths & Kerb Ramps

- A total of 1245m<sup>2</sup> of asphalt footpath and 873m<sup>2</sup> of concrete footpath completed in the 1<sup>st</sup> quarter.
- A total of 1215m<sup>2</sup> of asphalt footpath and 926m<sup>2</sup> of concrete footpath completed 2<sup>nd</sup> quarter.
- A total of 22 Kerb Ramps completed in the 1<sup>st</sup> quarter
- A total of 14 Kerb Ramps completed in the 2<sup>nd</sup> quarter

### Infrastructure - Kerb & Gutter

- Roberts Street design completed 1<sup>st</sup> quarter.
- Punch Street design completed 2<sup>nd</sup> quarter.
- Booth Street design completed 2<sup>nd</sup> quarter

- George Street design completed 2<sup>nd</sup> quarter
- Stage 2 Easter Street kerb & gutter works completed 2<sup>nd</sup> quarter
- Elswick Lane design completed 2<sup>nd</sup> quarter
- Hamilton Street Car Park Design commenced 2<sup>nd</sup> quarter

### **Infrastructure - Buildings & Wharves**

- Annandale Town Hall. Painting of front façade completed 1<sup>st</sup> quarter.
- Yurulbin Point Wharf. Shelter Shed repaired 1<sup>st</sup> quarter.
- Dawn Fraser Pool superstructure repairs completed 1<sup>st</sup> quarter.
- Dawn Fraser Pool kiosk completed 1<sup>st</sup> quarter.
- Leichhardt Town Hall. Repairs to eastern walls completed 1<sup>st</sup> quarter.
- Administration Building ceiling tiles replaced 2<sup>nd</sup> quarter
- Leichhardt Townhall Aldermans Room air conditioner installed 2<sup>nd</sup> quarter
- Balmain Baby Health Centre air conditioner installed 2<sup>nd</sup> quarter
- Leichhardt Park Wharf Upgrade – Design finalised and approved by Steering Committee 2<sup>nd</sup> quarter

### **Infrastructure - Sea Walls**

- Sea Wall design for Yurulbin Point completed. The development application for the project has been lodged with the Maritime Authority (ex Waterways).

### **Traffic**

- Styles Street Traffic Calming design completed 1<sup>st</sup> quarter.
- Styles Street Traffic Calming raised thresholds installed 2<sup>nd</sup> quarter.
- McDonald Street design completed 2<sup>nd</sup> quarter
- Mullens Street 40km Project design completed 1<sup>st</sup> quarter. Construction 90% completed 2<sup>nd</sup> quarter.
- Mullens Street road widening design completed 1<sup>st</sup> quarter.
- NE Annandale LATM Rose & Trafalgar St design completed 2<sup>nd</sup> quarter
- Darling Street 40km Project Designs completed for Darling/King St, Darling/Loyalty Square, Darling/Eaton St, Darling/McDonald St & Darling/Nicholson St 2<sup>nd</sup> quarter

### **Stormwater Drainage**

- Campbell Street drainage works completed 1st quarter.
- Dock Road/Rowntree Street drainage works completed 1st quarter.
- Johnson Street drainage works completed 1st quarter.
- Albion Street/Macquarie Street drainage design completed 1st quarter.
- Mullens Street drainage extension completed 2<sup>nd</sup> quarter.

### **Mainstreet**

- Darling Street Mainstreet improvement works between Bruce Street and Nelson Street, Rozelle, completed 2<sup>nd</sup> quarter
- Design for Darling Street Gladstone Park frontage completed 2<sup>nd</sup> quarter. (Tender currently under consideration)
- Norton Street near William Street completed
- Norton Street from Italian forum to Dot Lane design completed. Construction completed 2<sup>nd</sup> quarter.
- Norton Street consultant engaged to investigate signage lighting, and streetscape improvements

### **Park Improvements**

- Pine square installation completed 2nd Quarter.
- Leichhardt Park pedestrian / cycleway completed 1<sup>st</sup> quarter.
- Marr Reserve Playground upgrade completed 1<sup>st</sup> quarter.
- Development Application for remediation of Mort Bay Site approved 2<sup>nd</sup> quarter.
- Mort Bay Park retaining wall tender undertaken 2<sup>nd</sup> quarter.
- Contract let for the revegetation of The Labyrinth at Whites Creek Valley Park 2<sup>nd</sup> quarter.
- Leichhardt Companion Animal Management Plan (LCAMP) signage installed at all major parks 2<sup>nd</sup> quarter.

## LEICHHARDT MUNICIPAL COUNCIL

# REPORT

**DIVISION:** INFRASTRUCTURE AND SERVICE DELIVERY

**SUBJECT:** ITEM 32 COST OF STREET LIGHTING SERVICES FROM ENERGY AUSTRALIA

**AUTHOR:** ALLEN MAPSTONE, MANAGER ASSETS

**FILE REF:** F97/00011

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

### DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS

**Financial Implications:** Energy Australia's proposal if approved by IPART will affect this years Budget and require increasing allocations to be made for public lighting in subsequent Budgets.

**Policy Implications:** Nil

**Strategic Plan Objective:** 2.3 Transport – Road Safety  
4.3 Built Environment – Infrastructure Maintenance and Provision

**Staffing Implications:** Nil

**Notifications:** Nil

**Other Implications:** Nil

## 1. Purpose of Report

To inform Council of a recent proposal put forward to IPART by Energy Australia to impose significant price increases for public lighting.

## 2. Recommendations

### That;

1. The submission to IPART by Energy Australia proposing increases in the charge to provide public lighting be noted.
2. A reply be sent to Energy Australia objecting to the proposed price increases in the terms set out by the Street Lighting Improvement Program contained in the body of the report.
3. Council continues to support the Street Lighting Improvement Program and its initiative to improve public lighting.
4. Council continues to endorse the Street Lighting Improvement Program's submission to IPART objecting to Energy Australia's proposed cost increases in public lighting services.

## 3. Background

Council is responsible for the provision of street lighting, however the service is provided by Energy Australia. Currently the cost to Council for Energy Australia to provide this street lighting service to Leichhardt Council is approximately \$510,000 pa. This charge consists of an Energy and Network charge of approximately \$170,000 pa and a Lighting component cost (which covers lamps, lanterns, brackets, support and connection charges) of approximately \$340,000.

Leichhardt Council is a participant in a Street Lighting Improvement Program (SLI), which was initiated by the Southern Sydney Region of Councils (SSROC) in January 2003 in response to growing council concern about the provision of street lighting services provided by Energy Australia. Since that time many other councils, including Leichhardt Council, have joined the program and there are now 29 participating councils. The area they represent encompasses about 90% of the 246,000 street lights on Energy Australia's network and these Councils have a collective expenditure on this service in the order of \$25M/yr. The program is administered by SSROC on behalf of all participants and is managed by consulting firm Next Energy.

In NSW, there is no express legislative obligation on either councils or Energy Australia to install, maintain and operate street lighting assets. However, the powers granted to councils under the *Local Government Act* and the *Roads Act* empower councils to provide street lighting and create a duty for councils to exercise those powers appropriately. These powers are generally exclusive, and create a primary responsibility on councils to consider the provision of street lighting services, develop appropriate street lighting policies and manage the provision of the street lighting service. Additional information in the form of a Question/Answer is included as Appendix A.

## 4. Report

Energy Australia has recently forwarded a proposal to IPART to impose significant price increases for public lighting. If the Energy Australia proposal is approved by IPART there

will be a significant increase in the \$340,000 cost for the Public Lighting component. The price increase in real terms (CPI increase is additional) would impact as follows:

- 26% on 1 March 2005, increase from current rate of \$88,000 per year
- 15% on 1 July 2005, additional increase of \$64,000 per year,
- 8% on 1 July 2006, additional increase of \$39,000 per year,
- 7% on 1 July 2007, additional increase of \$37,000 per year.

The total increase in public lighting services proposed by Energy Australia staged over the next 30 months is \$228,000 (67%) plus CPI.

The Street Lighting Improvement Program (SLI) has analysed Energy Australia's proposed pricing structure and put together a detailed submission on behalf of the councils it represents objecting to Energy Australia's proposal.

A copy of their letter is attached as Appendix B. In summary the SLI Program has raised seven issues with IPART in relation to Energy Australia's pricing proposal:

1. Councils urgently need IPART's regulatory protection, as there is simply no recourse to a contestable market for public lighting services with respect to the existing 246,000 lights owned by Energy Australia.
2. Energy Australia's proposed price increase appears to be based on inappropriate costing, and in fact, current prices already appear to exceed, by about 12%, the cost of public lighting services performed in a reasonably efficient manner.
3. Energy Australia's proposed prices for major lighting types are greatly in excess of the costs assessed by the Victorian Essential Services Commission (ESC) during the course of its review of public lighting charges.
4. Councils would appreciate the opportunity to comment on the specific details of Energy Australia's proposed 'transitional price path by Council' referred to above, but not published.
5. IPART approval of Energy Australia's proposed price increase would send a poor signal with respect to electricity sector reform.
6. Energy Australia is proposing additional charges for removal of highly obsolete assets.
7. While Energy Australia's proposed price increase is highly inappropriate, the SLI Program welcomes some of the changes that Energy Australia is beginning to undertake.

In response to Energy Australia's submission to IPART the General Manager has already sent a letter to IPART supporting the SLI Program's stand against Energy Australia's proposed price increases. It is now recommended that Council reply to Energy Australia objecting to their proposed increases and continues to support the Street Lighting Improvement Program's stance against the increases. Should IPART approve Energy Australia's proposal price increase Council will have to allocate funding as part of a future budget review..



**APPENDIX A*****STREET LIGHTING***  
improvement **Q&A****EnergyAustralia's Public Lighting Pricing Proposal**

12 January 2005 – Confidential to SLI Program Participants

EnergyAustralia has recently proposed to IPART to impose significant price increases for public lighting. This Q&A covers key areas of councils' position on EnergyAustralia's proposal.

**1. Who owns and who funded the street lights?**

More than 95% of the street lights in areas served by EnergyAustralia were originally funded and are owned by EnergyAustralia. As such, the services in question are NOT contestable. Councils have no market recourse for this essential public service and regulatory oversight and protection is therefore critical.

**2. What role do councils have in street lighting?**

In NSW, there is no express legislative obligation on either councils or EnergyAustralia to install, maintain and operate street lighting assets. However, the powers granted to councils under the *Local Government Act* and the *Roads Act* empower councils to provide street lighting and create a duty for councils to exercise those powers appropriately. These powers are generally exclusive, and create a primary responsibility on councils to consider the provision of street lighting services, develop appropriate street lighting policies and manage the provision of the street lighting service.

**3. What changes to pricing is EnergyAustralia proposing?**

EnergyAustralia is proposing to increase pricing by an average of 26% in March 05 and by a further 15% on 1 July 05, 8% on 1 July 06 and 7% on 1 July 07. The total compound increase is thus 67% plus CPI in the next 30 months.

**4. What will the impact be on each council?**

If approved by IPART, the average council serviced by EnergyAustralia will see a rise of almost \$500,000 per year (plus CPI). Large councils will face increases of \$1million per year or more.

**5. What are councils doing about this?**

- Making a joint submission to IPART under the banner of the Street Lighting Improvement Program (see item 8) and encouraging each council to also write to IPART voicing their objections by close of comments on Monday 17 January at 5pm.
- Issuing a joint media release with the LGA under the banner of the Street Lighting Improvement Program on Friday 14<sup>th</sup> January and encouraging each council to also issue a media release to local media.
- Briefing Minister Sartor's office, the Department of Energy, Utilities and Sustainability (DEUS), Minister Kelly's office and the LGA. A representation has been made to Minister Sartor's office seeking a meeting with mayors on the matter.

**6. What is the basis of council objections?**

EnergyAustralia's proposal to increase street lighting charges by ~70% is built on grossly inefficient practices and inappropriate costs. The four key objections being raised by councils are as follows:

- **“Connection Assets”** – EnergyAustralia is proposing to impose new capital charges on councils for a range of underground cabling and other connection assets. The council position is that councils or other parties (eg developers) already funded such assets under

clear contractual agreements and publicly stated EnergyAustralia policies over many decades.

- **Inefficient Practices and Obsolete Assets** – EnergyAustralia’s practices fall far below industry norms in a range of areas (eg still installing lights in July 04 that other utilities discontinued in the 1980s; poor scheduling resulting in labour productivity less than half that in Victoria). Charging councils for these highly inefficient assets and practices appears to be inconsistent with the National Electricity Code which says that charges should be based on an efficiently provided service. Allowing EnergyAustralia to charge for such inefficiency would also be rewarding poor performance and as such, sets a poor precedent.
- **Double-counted, overstated costs of Public Lighting Code** – The draft Code, formulated by DEUS, requires modern maintenance practices that should reduce, not increase costs. It appears that EnergyAustralia is double-counting labour costs in this aspect of its submission.
- **Inappropriate Depreciation Methodology** – EnergyAustralia has assumed asset lives of 20 years for all components whereas 35 years is more appropriate for some key assets. This appears to be inconsistent with Australian Accounting Standards, NSW Treasury Policy and the recent Victorian pricing determination.

#### 7. What is the council position on costing?

Removing the inappropriate costs in EnergyAustralia’s proposal would result in a decrease in charges from current levels of about 12%. This analysis of the SLI Program is supported by a recent pricing decision and detailed analysis by the Victorian regulator suggesting that EnergyAustralia’s proposed pricing for typical lighting types is 31-89% too high.

#### 8. What is the Street Lighting Improvement Program?

The Street Lighting Improvement Program was initiated in January 2003 by SSROC in response to growing council concern about the provision of street lighting services provided by EnergyAustralia. There are now 29 councils in the program encompassing about 90% of the 246,000 street lights on EnergyAustralia’s network. The program is administered by SSROC on behalf of all participants and consulting firm, Next Energy are the program managers.

**Participating Councils:** Ashfield ▪ Bankstown ▪ Botany Bay ▪ Burwood ▪ Canada Bay ▪ Canterbury ▪ Gosford ▪ Hornsby ▪ Hurstville ▪ Kogarah ▪ Ku-ring-gai ▪ Lake Macquarie ▪ Lane Cove ▪ Leichhardt ▪ Marrickville ▪ Mosman ▪ Newcastle ▪ North Sydney ▪ Randwick ▪ Rockdale ▪ Ryde ▪ Sydney ▪ Strathfield ▪ Sutherland ▪ Warringah ▪ Waverley ▪ Willoughby ▪ Woollahra ▪ Wyong

**More information:** Graham Mawer, Program Manager, SLI Program  
 T 61 2 9251 4072 F 61 2 9247 5103 M 041 222 9544  
 EnergyAustralia’s proposal to IPART is available at  
[www.ipart.nsw.gov.au](http://www.ipart.nsw.gov.au).

Further background on the SLI Program is available at  
[www.ssroc.nsw.gov.au/projectsissues/streetlighting.cfm](http://www.ssroc.nsw.gov.au/projectsissues/streetlighting.cfm)

**APPENDIX B**  
**Street Lighting Improvement Program's letter to IPART**



***STREET LIGHTING***  
improvement  
program

14 January 2005

Independent Pricing and Regulatory Tribunal  
PO Box Q290  
QVB Post Office NSW 1230

Dear Members of the Tribunal,

**RE: EnergyAustralia proposal to increase public lighting prices by 70% (real)**

On behalf of the 29 councils participating in the Street Lighting Improvement (SLI) Program, I thank you for the opportunity to make this submission contesting EnergyAustralia's (EA's) proposal to increase prices for public lighting services by some 70% (real) over the next 30 months.

The councils participating in the SLI Program represent about 90% of the public lighting in EA's territory, and have been working jointly to achieve reforms to serious longstanding deficiencies in EA's public lighting services. Participating councils may be making separate, but complementary submissions on EA's proposal.

There are seven issues the SLI Program would like to raise for the Tribunal's consideration.

**1. Councils urgently need IPART's regulatory protection, as there is simply no recourse to a contestable market for public lighting services with respect to the existing 246,000 lights owned by EA.**

The SLI Program understands that the design, construction and maintenance of *new* public lighting is contestable, and that the supply of retail energy for all public lighting is also contestable. However, EA's pricing proposal relates to the public lighting services for the 246,000 existing lights owned by EA. NSW contestability policy, as established in the Electricity Supply Act 1995 and administered by the Department of Energy, Utilities and Sustainability (DEUS), does not provide for contestability with respect to public lighting services for existing EA-owned assets. Councils have no choice with regard to maintenance, modification or removal of these existing lights.

The SLI Program appreciates the Tribunal's efforts to facilitate future contestability by classifying public lighting as an excluded distribution service in the 2004 Electricity Network Price Determination. However, public lighting services related to the EA-owned lights remain a monopoly, and it is therefore essential that councils be provided with clear and strong regulatory protection regardless of how those services are classified.

**2. EA's proposed price increase appears to be based on inappropriate costing, and in fact, current prices already appear to exceed, by about 12%, the cost of public lighting services performed in a reasonably efficient manner.**

There are several significant deficiencies in EA's cost analysis and pricing proposal. These are discussed in greater length in the attached Appendix and relate to the following:

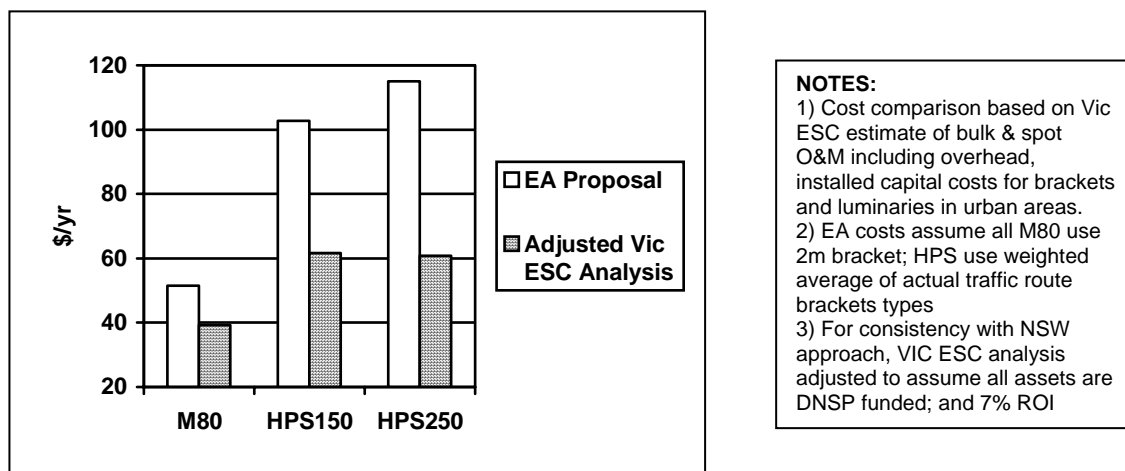
<b>Inappropriate Costing</b>	<b>Value (\$m/yr)</b>
a) Excessive costs resulting from obsolete and highly inefficient practices	\$6.7m <sup>1</sup>
b) Overstated depreciation costs based on inappropriately short assumed asset lives	\$1.4m
c) Inappropriate proposed new charges for existing dedicated connection assets	\$7.0m
d) Double counting the cost of fault repairs required by the Public Lighting Code	\$2.3m

The above inappropriate costs total over \$17 million/yr which is slightly more than EA's proposed price increase. Eliminating these proposed charges would result in a price reduction of about 12% from current levels. It is our view that EA should therefore be implementing a price reduction.

### 3) EA's proposed prices for major lighting types are greatly in excess of the costs assessed by the Victorian Essential Services Commission (ESC) during the course of its review of public lighting charges.

During 2003 and 2004, the ESC undertook a review of public lighting charges, and performed detailed analysis and modelling of public lighting costs. The ESC's detailed analysis investigated three main lighting types which are also now the defaults for all new and replacement lighting in EA's territory. The results of that in depth ESC analysis are summarised in Figure 1. EA's proposed prices for these common lighting types are some 31% to 89% above the costs assessed by the ESC.

**Figure 1. Comparison of EA Pricing Proposal and Victorian ESC Detailed Cost Analysis**



**4) Councils would appreciate the opportunity to comment on the specific details of EA's proposed 'transitional price path by Council' referred to as Appendix 3, but not published.** This is particularly the case for those councils that might be burdened with proposed increases greater than the 70% average requested by EA. It is possible that those so burdened may wish to perform additional analyses and make additional submissions regarding the details of their case. To date, councils have only been informed by EnergyAustralia on 10 January 2005 of the details of a proposed price increase to apply from March to June 2005. We note that several councils have expressed strong concern about the late notification and lack of detail provided.

<sup>1</sup> EA's poor technology practices result in excessive energy consumption, which burdens councils with excessive charges for retail energy and network use of about \$0.9million /year, and produces excess greenhouse gas emissions of about 12,000 t CO<sub>2</sub> / yr.

**5) IPART approval of EA's proposed price increase would send a poor signal with respect to electricity sector reform.**

Approval would be viewed by many as rewarding EA's poor performance, and as burdening councils and the public with inequitable cost shifting that results in reductions in services provided by councils to ratepayers. It would be difficult to reconcile such pricing with public confidence in electricity sector reform. It would also set an unhelpful precedent and may prompt other utilities to lower their standards and seek similar price increases, resulting in burden to all ratepayers in NSW.

**6) EnergyAustralia Proposing Additional Charges for Removal of Highly Obsolete Assets.**

In addition to the pricing proposals made in its submission to IPART, EnergyAustralia has proposed to members of the SLI Program that councils be charged \$150 capital recovery charge per luminaire in addition to labour charges for any removal of highly obsolete fluorescent lighting before it has reached 20 years of age. In short, to have EnergyAustralia remove assets it almost certainly should not have installed in the first place, councils would have to pay the company at least \$15-18,000,000 of capital charges for the 100,000-120,000 highly obsolete fluorescent lights on EnergyAustralia's network, and pay a potentially comparable amount for labour costs associated with removal of these assets.

**7) While EA's proposed price increase is highly inappropriate, the SLI Program welcomes some of the changes that EA is beginning to undertake.**

These include changes in technology practices such as ceasing to install obsolete equipment, and instituting a planned maintenance regime, both undertaken with the support and urging of the SLI Program. These changes should both significantly reduce EA costs and improve lighting outcomes. The Program also welcomes the good faith demonstrated by EA in sharing some of the analyses performed to date, and the level of open communication in general. In particular, the Parsons Brinkerhoff Associates (PBA) 'cost to serve' report commissioned by EA is the first comprehensive look at public lighting costs within EnergyAustralia, and PBA and EA are to be commended for making significant advances in an area that had been largely neglected.

Thank you again for the opportunity to make this submission. The SLI Program would be pleased to answer any questions you have related to the matters raised.

Yours sincerely

Graham Mawer  
Program Manager

## LEICHHARDT MUNICIPAL COUNCIL

# REPORT

**DIVISION:** INFRASTRUCTURE AND SERVICE DELIVERY

**SUBJECT:** ITEM 33 CAR SHARING

**AUTHOR:** ALLEN MAPSTONE, MANAGER ASSETS

**FILE REF:** F97/01529

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

### DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS

**Financial Implications:** Nil

**Policy Implications:** This project will reduce greenhouse gas emissions which is consistent with Councils commitment to the Cities for Climate Protection Program

**Strategic Plan Objective:** 3.1 Conservation & Enhancement  
3.2 Pollution Control and Minimisation  
5.1 Enhanced Image  
5.2 Effective Management  
5.3 Community Involvement

**Staffing Implications:** Nil

**Notifications:** Nil

**Other Implications:** Nil

## 1. Purpose of Report

To provide an update on the latest developments in car sharing, and in particular the recent successful appeal by the NSW Police to stop the allocation of dedicated car parking spaces on public roads for car sharing operators.

## 2. Recommendation

1. That Council continues negotiations with the Roads and Traffic Authority for the provision of car share parking guidelines.
2. That a letter from the Mayor be sent to the local MP, the Minister for Roads and the CEO of the Roads and Traffic Authority impressing the benefits of supporting the car sharing concept and the urgency for the timely preparation and adoption of car share parking guidelines.

## 3. Report

At the October 2004 meeting Council resolved as follows:

- “1 That Council endorses the allocation of two car parking spaces as a 12 month trial outside Balmain Depot in Llewellyn Street Balmain exclusively for CarShare Australia, subject to consultation with local residents and precincts.*
- 2. That a report be brought back to Council in November 2005 detailing the results of the trial.*
- 3 That a report on the new car trial undertaken by Marrickville Council in Newtown be brought back to the November 2004 meeting.”*

In response to Council's resolution a further report was provided to Council's November 2004 meeting with further information on the Car Share project undertaken at Newtown.

During December 2004 the Local Government & Shires Association (LGSA) became aware that a number of Councils were considering car sharing proposals. Subsequently the LGSA contacted the Councils where Car Sharing had been considered and arranged a workshop meeting with the Roads and Traffic Authority Traffic Management Branch. This workshop was held on 16 December 2004 with staff representatives from the RTA, LGSA, North Sydney Council, Sydney City Council, Marrickville Council and Leichhardt Council.

At this meeting it was discussed that some of the car sharing options currently being considered by a number of Councils differed from that already in operation in Newtown by the fact that they proposed reserving parking spaces on public roads. The reserved car parking spaces in the current car sharing scheme at Newtown are off street. The RTA advised that the on street allocation of parking spaces did pose some technical difficulties, however it was agreed that the RTA's Manager Policies and Guidelines would commence developing some interim guidelines for Councils to use.

Additionally at this meeting the Council representatives were advised that the NSW Police had appealed Marrickville Council's proposed allocation of on street car parking spaces for car sharing, and that this appeal would be heard by the Regional Traffic Committee in January 2005.

The Roads and Traffic Authority have now advised us that the hearing has been held and the Regional Traffic Committee upheld the Police's objection. Thus the proposal cannot proceed until the Regional Traffic Committee's concerns have been addressed.

The Roads and Traffic Authority will now look at the Regional Traffic Committee's concerns and at the implications of the decision. However, at this stage the Roads and Traffic Authority still intends to develop a set of guidelines for Councils to use, as was agreed to at the working party meeting. However at this time the Roads and Traffic Authority has recommended that any proposal for dedicated on-street car share parking be held in abeyance.

At present the options available are to locate the allocated the dedicated car parking spaces for car sharing off street and to lobby for the guidelines on car sharing parking arrangements to be prepared and adopted for use by Councils. The available off street parking spaces in Balmain is limited and it is anticipated that allocating spaces exclusively to car sharing may meet with resistance from the community.

#### **4. Conclusion**

The car sharing concept offers environmental and traffic management benefits to Council and the local community, and has previously been supported by Council. Consequently it is suggested that to make progress on this issue Council continues negotiations with the RTA and lobbies the local MP, the Minister for Roads and the CEO of the Roads and Traffic Authority for the timely preparation and adoption of the car share parking guidelines.



**CORPORATE AND INFORMATION SERVICES**

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** CORPORATE AND INFORMATION SERVICES

**SUBJECT:** ITEM 34 SUMMARY OF CORPORATE & INFORMATION SERVICES RESOLUTIONS FROM DECEMBER 2004

**FILE REF:** F

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** NIL

**Policy Implications:** NIL

**Strategic Plan Objective:** Responsible Government – Effective Management

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL

1. **Purpose of Report**

To advise Council of the status of Corporate and Information Services resolutions from December 2004.

2. **Recommendation**

That the information be received and noted

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** CORPORATE AND INFORMATION SERVICES

**SUBJECT:** ITEM 35 STATEMENT OF INVESTMENT BALANCES AS AT 31 JANUARY 2005

**AUTHOR:** MICHELLE DEROSA, ACCOUNTING OFFICER  
TREASURY/COMPLIANCE

**FILE REF:** F97/00004

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** Investment income within budget

**Policy Implications:** NIL

**Strategic Plan Objective:** Effective Management – maximise the return to the community, manage Council's physical, financial and human resources to provide efficient services in an honest and responsible manner.

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL

**1. Purpose of Report**

Local Government Act Regulation No 264 Section 19 (3)(a) specified that:

“The responsible accounting officer of a Council must provide the Council with a written report to be presented at each Ordinary Meeting of the Council, setting out details of all money that the Council has invested under Section 625 of the Act”.

In accordance with the requirements of S.625 and the above Regulation, attached is a Statement of Investment Balances as at the 31 January 2005.

Furthermore, and in accordance with Local Government Act Regulation No.264 19 (3)(b), it can be certified that the investments listed have been made in accordance with the Act, the appropriate regulations and the Council's investment policies.

**2. Recommendation**

That the Statement of Investment Balances as at the 31 January 2005 be received and noted.

**3. Report****STATEMENT OF INVESTMENTS AS AT 31 JANUARY 2005****Fund Managed**

Reference Number	Term Invested	Financial Institution	Amount Invested	Monthly Interest Rate	Annual Interest Rate
			\$		
N/A	N/A	Alliance Cap.	1,360,977	5.56%	5.68%
N/A	N/A	AMP	1,605,539	5.25%	5.29%
N/A	N/A	Colonial	1,617,693	6.37%	5.22%
N/A	N/A	Macquarie	1,681,474	4.89%	5.33%

NB Monthly Interest rate is monthly return annualised.

Annual interest rate is average return received in 2004/2005 financial year.

**Term Deposits**

Reference Number	Term Invested	Financial Institution	Amount Invested	Monthly Interest Rate	Annual Interest Rate
			\$		
34/99	85 days	CBA	1,859,000	5.35%	5.37%
22/03	30 days	National Bank	3,000,000	5.24%	5.26%
42/00	84 days	CBA	1,755,000	5.36%	5.39%

NB 34/99 is a Loan/investment offset facility and is reduced by loan principal every quarter.

NB 42/00 is a Loan/investment offset facility and is reduced by loan principal every quarter.

Call Accounts – 11 am Call and CBA Cash Treasury.

Reference Number	Term Invested	Financial Institution	Amount Invested	Monthly Interest Rate	Annual Interest Rate
			\$		
N/A	N/A	CBA – Call	1,573,479	4.95%	4.95%
N/A	N/A	Cash Treasury	4,213,844	5.10%	5.10%

NB Call account has a variable interest rate, based upon daily balance.  
NB Cash Treasury account has a variable daily interest rate.

Floating rate notes

Reference Number	Term Invested	Financial Institution	Amount Invested	Monthly Interest Rate	Annual Interest Rate
			\$		
N/A	90 days	Bendigo Bank	2,054,140	7.46%	7.45%
N/A	90 days	Bank of WA	2,000,000	6.18%	6.19%
N/A	90 days	Bank of QLD	2,016,100	6.58%	6.55%
N/A	90 days	Bank of QLD	1,017,980	6.95%	6.96%
N/A	90 days	Bank of QLD	1,008,160	6.84%	6.76%
N/A	90 days	Bendigo Bank	1,000,000	6.62%	6.64%
N/A	90 days	Bank of ADL	1,000,000	6.38%	6.41%

**TOTAL INVESTMENTS                      \$28,763,386**

Comment

The Reserve Bank has kept the official cash rate at 5.25 per cent.

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** CORPORATE AND INFORMATION SERVICES

**SUBJECT:** ITEM 36 MANAGEMENT PLAN PREPARATION TIMETABLE  
& PROCESS 2005/08

**AUTHOR:** DAVID MARSHALL, DIRECTOR CORPORATE &  
INFORMATION SERVICES

**FILE REF:** F05/00030

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** Proposed process will be undertaken within existing budgets.

**Policy Implications:** Nil

**Strategic Plan Objective:** Responsible Government – effective management

**Staffing Implications:** Proposed process will be undertaken within staff establishments.

**Notifications:** Extensive consultation will be conducted in relation to the Management Plan.

**Other Implications:** Nil

### 1. Purpose of Report

To seek input from Councillors into the process for preparation of the Management Plan for 2005/08.

### 2. Recommendations

That Council endorse the Management Plan timetable and process.

### 3. Report

A table showing the key management plan activities and associated timeframes is shown below. The preparation of the draft Management Plan is proposed to consist of regular workshops with Councillors, and consultation with the community via Precinct meetings, independent telephone survey, resident focus groups and a newsletter to all residents.

The first Councillor workshop is proposed for Saturday 12 March 2005. While it would have been preferable to commence these workshops in February, this has proved difficult to organise at this busy time of year. The timetable allows for three Councillor workshops (March, April and May) leading into the adoption of the draft Management Plan for exhibition at the Ordinary Council Meeting on 24 May 2005. Additional workshops can also be arranged as required.

It is also anticipated that sustainability workshops for Councillors and staff, aligned to strategic and management planning activities will run in tandem (eg select Thursday evenings) with this timetable.

#### ***Proposed Management Plan Timetable and Process***

	<b>DATE</b>
Councillor workshop 1	Saturday 12 March 2005
Precinct meeting 1	March – date to be determined
Customer perception telephone survey	March
Councillor workshop 2	Saturday 16 April 2005
Resident Focus groups (2 groups)	April
Councillor workshop 3	Saturday 14 May 2004
Adopt draft Management Plan for exhibition	24 May 2005
Precinct meeting 2	June – date to be determined
Newsletter to all residents	Late May/early June distribution while on exhibition
Adopt Management Plan	28 June 2005



**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** CORPORATE AND INFORMATION SERVICES

**SUBJECT:** ITEM 37 2ND QUARTERLY REVIEW - 2004/05  
MANAGEMENT PLAN

**AUTHOR:** ROCHELLE MULDER, MANAGEMENT ACCOUNTANT

**FILE REF:** F04/00279

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** Nil

**Policy Implications:** Presents Council's progress towards achieving the priorities identified in the Management Plan and performance against key indicators.

**Strategic Plan Objective:** Effective Management – maximise the return to the community, manage Council's physical, financial and human resources to provide efficient services in an honest and responsible manner

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL

## **1. Purpose of Report**

To report on the extent to which the performance targets set by the 2004/05 Management Plan have been achieved, in accordance with Section 407 of the Local Government Act (1993).

## **2.0 Recommendations**

That Council receive and note the Report.

## **3.0 Report**

On 22<sup>nd</sup> June 2004 Council adopted the Management Plan for the three years 2004 to 2007.

The attached report provides, for each program of Council, an update on progress towards implementation of the Management Plan priorities for 2004/05, together with data on the key performance indicators.

## DIVISION 1 - MAYOR & GENERAL MANAGER'S OFFICE

### PROGRAM 1.1 - GOVERNANCE

#### **OBJECTIVES**

To manage an organisation which effectively and efficiently meets its statutory obligations and the needs of the community in an involving, responsive and transparent fashion.

#### **ACTIVITIES**

Co-ordinate major activities and campaigns, provide support for Councillors, give advice, provide leadership, ensure and develop corporate planning and organisational reform, meet with staff, attend regional meetings, establish priorities, promote achievements, manage precinct system, handle complaints.

#### **KEY RESULT AREAS (link to Strategic Plan)**

Strategic Plan Program	Key Result Area
1 Community Wellbeing	1.5 Community Support
5 Responsible Government	5.1 Enhanced Image
	5.2 Effective Management
	5.3 Community Involvement

#### **OUTPUTS**

- Modern, responsive, fiscally sound administration
- Established strategic and management planning and reporting
- Demonstrable contestability
- Relevant new initiatives
- Community and industry respect
- Improved procedures and policies
- A customer service culture
- Media profile

#### **PRIORITIES**

#### **Timeframe**

Review Council's strategic plan and organisation structure	Stage 1 completed end 2004
Investigate joint servicing/resource sharing opportunities	June 2005
Coordinate the ongoing organisation development program including customer service and process improvement programs	On-going
Promote council and its services/achievements	On-going
Introduce options for sustainability principles to be part of the organisation wide decision reporting, strategic planning and decision-making functions.	Commenced end 2004 and on-going
Review senior staff delegations	Feb 2005
Coordinate Council's anti amalgamation program	On-going
Review Council's committee structure	Completed end 2004
Review and improve the Council web site	On-going

<b>PROGRAM 1.1 - GOVERNANCE</b>
---------------------------------

PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
Review of Council's strategic plan and organisation structure completed	100%	Stage 1 100%
No. of significant Council organised community events organised/held successfully	3 min.	2
No. of community newsletters issued	4	4
Process improvement projects completed & implemented	6	4
Application median processing times at least maintained	90 days	77 Days

<b>PROGRAM 1.2 - EMPLOYEE SERVICES &amp; INSURANCE</b>
--

**OBJECTIVES**

To assist Council to achieve strategic and operational objectives by negotiating organisation change in partnership with management and to provide a range of human resources systems, policies, information and advice.

**ACTIVITIES**

Recruit and induct staff, design and provide training and development options, provide staff services including staff records, advice to payroll, management reports and information, exit interviews, industrial advice and representation, ensure compliance with statutory requirements (OH&S, EEO and Workers Compensation), redesign jobs, develop enterprise agreements and generally provide a consultancy service to the General Manager, Directors, Managers and Supervisors.

**KEY RESULT AREAS (*link to Strategic Plan*)**

Strategic Plan Program	Key Result Area
5 Responsible Government	5.2 Effective Management

**OUTPUTS**

- Effective and efficient recruitment and induction process within budget
- Staff harmony and satisfactory morale
- Legislative requirements satisfied in a timely fashion
- Organisational structure which reflects the needs of Council
- Computerised Human Resources System
- Integrated and strategic approach to Insurances and Public Liability
- Proactive Training strategy and Program

<b>PRIORITIES</b>	<b>Timeframe</b>
<b>Review Delegations</b>	Report by Feb 2005
<b>Risk Management Plan</b> Council adopted a risk management action plan in December 2004	December 2004
<b>Staff Climate Survey</b> Survey completed. Draft Management Consultation completed and plan due to be adopted.	2005/06 On-going
<b>Implementation of the Area Based teams EBA</b> EBA adopted and implemented.	August 2004
<b>Review all Council Agreements - develop organisation wide EBA</b> Review underway. First Drafts Exchanged	December 2004
<b>Introduction Drugs and Alcohol Policy - education and training of all staff</b> Completed	October 2004
<b>Negotiate EBA's for the Civil Works and Library Staff</b> Library EBA negotiated and draft with the Union	June 2005
<b>Motor Vehicle Policy Review</b> Motor vehicle policy review completed and adopted.	December 2004
<b>Performance Management System Review and Implementation</b>	April 2005
<b>Personnel Policies and Procedures Review</b>	March 2005
<b>Workers Compensation / OH&amp;S</b>	On-going

<b>PROGRAM 1.2 - EMPLOYEE SERVICES &amp; INSURANCE</b>
--

PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Redraft EEO Management Plan</b>	Implemented Dec 2004	Completed
<b>Reduce Worker Compensation Claims Experience (injuries/lost time)</b>	5%	On Target
<b>Recruitment and selection timeliness</b>	90%	On Target
<b>Employee Services operate with budget</b> Recruitment budget overspent. Note reduced allocation from previous years.	100%	Under review

<b>PROGRAM 1.3 - LEGAL SERVICES</b>
-------------------------------------

**OBJECTIVES**

To provide quality legal services to Council and effectively manage legal issues.

**ACTIVITIES**

- Obtain and provide legal advice to the Council and Officers
- Defend appeals before the Land and Environment Court and in other jurisdictions
- Prosecute compliance matters
- Manage major legal issues affecting Council
- Manage legal service providers
- Maintain appropriate databases of legal matters
- Report on legal issues

**KEY RESULT AREAS (link to Strategic Plan)**

Strategic Plan Program	Key Result Area
1 Community wellbeing	1.3 Being Healthy (via prosecutions)
3 Natural Environment	3.1 Conservation and Enhancement
	3.2 Pollution Control (via prosecutions)
4 Built Environment	4.1 Housing Development
	4.2 Land Use
	4.4 Heritage Conservation
5 Responsible Government	5.2 Effective Management

**OUTPUTS**

- Best available and timely advice to the Council and staff on legal issues
- Vigorous defence of Council's decisions and ensure the best possible outcomes in litigation
- Vigorous prosecution of breaches of the legislation
- Effective management of legal issues
- Effective management of Council's legal service providers
- Council informed on the status of current legal matters
- Statistical reporting on legal matters including outcomes and costs

**PRIORITIES****Timeframe**

RTA compensation case (Blackmore Park) • <b>Listed for hearing 2/2005</b>	2004 - 2005
Legal issues regarding acquisition of 2-8 Weston St East Balmain	2004 - 2005
Review legal services policy	May 2005
Review the success (in the Court) of LEP2000	On-going

<b>PROGRAM 1.3 - LEGAL SERVICES</b>
-------------------------------------

PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Quantity</b>		
No. of Appeals lodged	65	36
No. of Compliance prosecutions	50	21
<b>Quality</b>		
% success rate in Land and Environment hearings	75%	85% *
% success rate in Compliance prosecutions	90%	81%
<b>Timeliness</b>		
Provide written advice within 14 days of request	90%	90%
<b>Cost</b>		
% of total legal and consultant costs per Appeal	\$15,000	N/A
% profit Compliance prosecutions	30%	>100%

\* Includes appeals upheld on amended plans



## DIVISION 2 - ENVIRONMENTAL & COMMUNITY MANAGEMENT

### PROGRAM 2.1 - DEVELOPMENT ASSESSMENT

#### OBJECTIVES

To enhance the built environment through implementation of statutory and policy requirements in the assessment of applications and in consultation with the community.

#### ACTIVITIES

Advice to stakeholders, assessment and reporting on applications, site visits and meetings, negotiation with applicants and other stakeholders, management of major projects, and court work.

#### KEY RESULT AREAS (*link to Strategic Plan*)

Strategic Plan Program	Key Result Area
3 Natural Environment	3.1 Conservation and Enhancement
	3.2 Pollution Control & Minimisation
	3.3 Waste Minimisation
4 Built Environment	4.1 Housing Development
	4.2 Land Use
	4.4 Heritage Conservation
5 Responsible Government	5.4 Accessibility
	5.5 Economic Development

#### OUTPUTS

- Determinations of applications
- Representation at Land & Environment Court
- Issue of certificates
- Reports and determinations on a range of associated applications
- Written and verbal advice to applicants and the community
- Management of major development projects

#### PRIORITIES

#### Timeframe

Improve application assessment time	On-going
Implement Organisational Development Program project, concentrating on improving customer service in terms of Application lodgement process and practice <ul style="list-style-type: none"> <li>• <b>Currently being implemented</b></li> </ul>	December 2004
Review target times for Development Application assessment with a view to establishing targets based on complexity of development	By March 2005

<b>PROGRAM 2.1 - DEVELOPMENT ASSESSMENT</b>
---

PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Quantity</b>		
No. of applications processed (all applications)	1,700	1,102
<b>Quality</b>		
Assessment meeting statutory requirements	No Successful third party appeals	No Successful third party appeals
<b>Timeliness</b>		
Median calendar days required to process all applications	90	77
Median calendar days required to process all certificates	15	31

<b>PROGRAM 2.2 - COMPLIANCE</b>
---------------------------------

**OBJECTIVES**

To enhance and protect the quality of the environment, amenity and public health standards, through ensuring compliance with relevant legislation and approvals; and to ensure that environmental and other standards as set out in law and policy are maintained. This is achieved by internal technical staff, as well as Council Inspectors and Community Parking Officers.

**ACTIVITIES**

Pro-active patrols, inspections, investigations, reporting, prosecutions, enforcement and education.

**KEY RESULT AREAS (link to Strategic Plan)**

Strategic Plan Program	Key Result Area
1 Community Wellbeing	1.3 Being Healthy
2 Transport	2.2 Parking
	2.3 Road Safety
	3.1 Conservation and Enhancement
3 Natural Environment	3.2 Pollution Control & Minimisation
	4.1 Housing Development
4 Built Environment	4.2 Land Use
	4.4 Heritage Conservation
	5.4 Accessibility
5 Responsible Government	

**OUTPUTS**

- Development compliance
- Environmental standards
- Public health standards
- Public safety (fire, hoardings, etc.)
- Animal control
- Footpath licensing
- Abandoned vehicles
- Parking enforcement

**PRIORITIES****Timeframe**

<b>Industry audit to be commenced</b> Commenced by September 2004 and on-going	January 2005
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<p><b>Pro active patrols of construction sites to be increased:</b></p> <p>Compliance Division launched a “Site Right Program” in the second half of 2004. This Program was implemented due to Council’s Staff initiative in the Business Excellence Program conducted in 2004.</p> <p>Council’s Corporate System GEAC has been modified to record all inspections carried out under the “Site Right Program”. These inspections are carried out and recorded by Council’s Rangers and to date there has been a decrease in poor site management in the Municipality.</p> <p>Ongoing Issues Relating to the “Site Right Program”, are;</p> <ol style="list-style-type: none"> <li>1. Ongoing GEAC Training for Staff</li> <li>2. Assessing the implementation of the new GEAC Inspection Module and the possible benefits that might be gained by linking this new module with the exiting Site Right Inspection results which are currently recorded against the Development Consent in the Applications Module.</li> <li>3. Obtain and analyse guidelines from the EP&amp;A that relate to effective site management with the possibility of enhancing Council’s existing program.</li> </ol>	On-going
<p><b>Essential Services Register to be established:</b></p> <ul style="list-style-type: none"> <li>• Commenced by December 2004 and being extended on an on-going basis</li> </ul> <p>This Register has been established in Council’s Corporate System GEAC, Licensing Module.</p> <p>To date, 190 premises have been lodged in the Essential Fire Safety Services Register, ranging from Places of Public Entertainment, Boarding Houses, Residential Flat Buildings, Commercial &amp; Industrial Properties, etc. The Licensing Module allows tracking of Annual Fire Safety Statements, Notices of Proposed Order, Orders, Penalty Infringement Notices, Caution Letters and records the “Purpose Codes” relevant to each individual property.</p> <p>Council is also in the process of acquiring an Inspection Module for the GEAC Corporate System, which may be integrated with the Essential Fire Safety Register (Licensing Module) to allow a comprehensive reporting program for each individual premises.</p>	December 2004

<b>PROGRAM 2.2 - COMPLIANCE</b>
---------------------------------

<b>PERFORMANCE INDICATORS</b>		<b>2004/05 TARGET</b>	<b>QTR 2 YTD</b>
<b>Quantity</b>			
No. of customer requests received and actioned:	Planning/ Building (EPA)	850	562
	Health (LGA)	300	193
	Pollution (POEO)	175	40 PIN's 31 Notices
	Animals	400	265
	Abandoned Cars	1,200	387
	General	600	171
Frequency of residential parking permit area patrols		Every area once per week	Every area once per week
Frequency of metered parking area patrols (subject to full staffing)		Every area five times per week	Every area five times per week
<b>Quality</b>			
% of complaints actioned within set time frame. (Compliance)		90%	90%
% of complaints actioned within set time frame. (Inspectors)		90%	90%
% of frequency that the parking zones are patrolled within set time frame.		90%	90%
<b>Timeliness</b>			
No. of working days to acknowledge complaints.		2	2

## PROGRAM 2.3 - STRATEGIC ENVIRONMENTAL PLANNING

### **OBJECTIVES**

To plan to produce a sustainable living and working environment for Leichhardt that reflects community aspirations, enhances the natural and built environment and preserves local heritage.

To ensure a broad range of community and cultural facilities, services and programs are available to all sections of the community through direct provision and through support and advocacy.

In a partnership approach to assist clubs and sporting organisations in an advocacy role to other spheres of government. To work collaboratively with community on the enhancement of recreational programs and facilities. To develop, implement and review policies and standards in the provision of recreation within the Municipality.

### **ACTIVITIES**

Consultations, research, submissions, grant and award applications, exhibitions, reporting, policy development, education and training.

Research needs, provide information, maintain information data base, develop policy, plan community and cultural services and facilities, advocate on behalf of community, plan and conduct programs, resource community groups and events. Maintain properties and specify service standards. Develop and provide recreational and food programs for seniors. Provide developmental support to the community in the aged youth and disability sectors.

- Parks Plans of Management – development and monitoring of implementation.
- Provision of assistance to clubs with grant applications to other spheres of government.
- Community consultation.

### **KEY RESULT AREAS (*link to Strategic Plan*)**

Strategic Plan Program	Key Result Area
1 Community Wellbeing	1.1 Social and Support Services
	1.2 Recreation Provision
	1.3 Being Healthy
	1.4 Cultural Development
	1.5 Community Support
2 Transport	2.1 Active sustainable transport (Alternative Travel)
	2.2 Parking
	2.3 Road Safety
3 Natural Environment	3.1 Conservation & Enhancement
	3.2 Pollution Control & Minimisation
	3.3 Waste Minimisation
4 Built Environment	4.1 Housing Development
	4.2 Land Use
	4.4 Heritage Conservation
	4.5 Commercial Development
5 Responsible Government	5.3 Community Involvement
	5.4 Accessibility
	5.5 Economic Development

## PROGRAM 2.3 - STRATEGIC ENVIRONMENTAL PLANNING

### OUTPUTS

- Local environmental plans
- Design guidelines
- Transport strategy
- Local area traffic management plans
- Bike plan
- Planning certificates
- Building and development industry forums
- Master plans
- Council policy, plans & studies
- Grant applications
- 1 festival
- Hannaford Seniors Community Centre
- Recreation programs for youth and children
- Manage/support peak committees
- Provision of professional advice to Council and local sporting organisations on recreation and leisure issues
- Budget management within accountability
- Customer service
- Promotion of Council services and facilities
- Implementation program
- Environment strategy
- Development control plans
- Developer contribution plans
- State of the environment report
- Education & promotion programs
- Road safety strategic plan
- Analysis of State & Federal policies
- Population profiles
- Consulting services
- Printed information
- Events / seminars / forums
- Support groups
- Social plans
- Policies for the development and delivery of recreation
- Parks Plans of Management
- Advocacy

### PRIORITIES

### Timeframe

PRIORITIES	Timeframe
<b>Social Plan Review</b> Draft endorsed by Council in November (on exhibition until 25/2/05).	November 2004
<b>B &amp; D Industry Forum</b> Forum undertaken August 04	Bi-Annual
<b>Developer Contributions Plan Review</b> <b>Open Space, Transport &amp; Access, Community Facilities</b> Open Space & Community complete. Transport is currently being scrutinised by legal advisors	September 2004
<b>Cities for Climate Protection Review</b> Complete. Consultants undertaking audit – Councillor/staff presentation February 2005	September 2004
<b>Comprehensive SOE Review</b> Executive Summary complete Nov 2004. Comprehensive Report Mar 2005.	November 2004
<b>Environmental Strategy</b>	February 2005
<b>Crime Prevention Plan</b> Referred to DLG September 2004	September 2004
<b>Recreation Needs Study</b> Study commissioned Oct 2004, completion mid 2005	March 2005
<b>Parramatta Rd Urban Renewal Strategy Stage 1</b> Study commissioned Dec 2004	March 2005
<b>Town Plan Review</b>	June 2005

<b>PROGRAM 2.3 - STRATEGIC ENVIRONMENTAL PLANNING</b>
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PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Quantity and Timeliness</b>		
<b>ENVIRONMENT POLICY</b>		
Review Implementation of Local Action Plan for Greenhouse Gas Reduction	Annually	Underway
SOE Report (completion)	Annual report	2004 Exec Summary complete
Schools Environmental Education Newsletter	Quarterly	Nil
Workshops & street stalls for environmental education	8 events	4
Participation in regional environmental committee meetings	10 per year	4
<b>URBAN PLANNING</b>		
Implementation of new planning legislation.	Ongoing	Ongoing
Leichhardt Town Plan implementation (training sessions)	Monthly	6
B & D Industry Forums	Quarterly	1
No. of Planning Certificates	2,100	961
<b>TRANSPORT PLANNING</b>		
Monitor implementation of LATM plan	Monthly report	6*
<b>ROAD SAFETY</b>		
Road safety program monitoring	Monthly report	6
Road safety newsletter	Quarterly	Integrated with Env newsletter
Walk to School Project	New Sch. cluster	Complete
Road safety speed & pedestrian projects	Implement project	Complete
Road Safety Action Plan	Annually	Ongoing
<b>COMMUNITY DEVELOPMENT</b>		
No of Youth attending holiday programs annually	750	325
No of annual events implemented for children & youth	6	4
No of activities provided for holiday programs annually	36	19
No of external funding submissions made	3	2
No of discussion papers produced	2	1
No of groups using Hannaford Community Centre pw	23	25
Average usage of Hannaford Community Restaurant pw	25	25
Major submission reports within 1 month of estimated completion date	80	35
<b>RECREATION PLANNING</b>		
Plans of Management	3	2
Education Programs	2	1
Publication of recreation newsletters pa	4	1
Deliver Major recreation events	2	2



<b>PROGRAM 2.3 - STRATEGIC ENVIRONMENTAL PLANNING</b>
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PERFORMANCE INDICATORS (Cont'd)	2004/05 TARGET	QTR 2 YTD
<b>Quality</b>		
<b>GENERAL</b>		
Industry satisfaction with environmental policies (B&D forum)	70%	80%
Road safety projects \$2,000+ satisfactorily acquitted	100%	100%
Schools involved in RS & environmental programs	50%	50%
No. of Planning Certificates completed within 4 days	100%	99%
<b>COMMUNITY DEVELOPMENT</b>		
% of social plan recommendations implemented	90%	90% **
% of parents/youth rating holiday programs as satisfactory	90%	95%
% of services/youth/children rating events & programs as satisfactory	90%	95% *
% of seniors satisfied with opportunities for socialisation and recreation	90%	95% *
<b>RECREATION PLANNING</b>		
% of clubs satisfied with support	90%	95%
% of casual users satisfied with facilities	90%	90% ***
<b>Cost</b>		
<b>RECREATION PLANNING</b>		
Cost of program per capita	\$4.00	On budget

\* In conjunction with Infrastructure & Service Delivery

\*\* The 90% target although achieved relates to Social Plans dating back to 1997. The current draft Social Plan is on exhibition till the end of February will introduce contemporary targets.

\*\*\* This figure relates to users of Council aged facilities, not the wider community. A more informed response will be available when the 'new' Social Plan is evaluated.

<b>PROGRAM 2.4 - ADMINISTRATIVE SUPPORT</b>
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**OBJECTIVES**

To provide the necessary leadership, management and support to ensure the efficient operation of the Environmental Management Division.

**ACTIVITIES**

- Strategic planning and leadership
- Establishment of Divisional goals
- Systems review
- Development and implementation of operational plans

**KEY RESULT AREAS (link to Strategic Plan)**

Strategic Plan Program	Key Result Area
5 Responsible Government	5.2 Effective Management

**OUTPUTS**

- Business plans
- Operational plans
- Procedure guides

**PRIORITIES****Timeframe**

Review business and operational plans	Ongoing
Review divisional structure	Ongoing
Review division procedures and performance targets	Ongoing

<b>PROGRAM 2.4 - ADMINISTRATIVE SUPPORT</b>
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PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Quantity</b>		
Systems review undertaken	Regular review and update	Regular review and update
Procedure guides	Regular review and update	Regular review and update
Business plans	Regular review and update	Regular review and update
File access applications	3,000-4,000	277
<b>Timeliness</b>		
Systems review	Annually	Annually
Business plans	Annually	Annually
Procedure guides	Annually	Annually
File access applications	5 days	10-15 days

## **DIVISION 3 - INFRASTRUCTURE & SERVICE DELIVERY**

### **PROGRAM 3.1 - INFRASTRUCTURE MANAGEMENT**

#### **OBJECTIVES**

To create and maintain Council's infrastructure assets, and to maximise the economic life of these assets by ensuring they are identified, recorded, condition rated and prioritised for programmed maintenance and improvement.

#### **ACTIVITIES**

Assess infrastructure condition, plan maintenance cycles, apply for grants, give advice, design detail and project manage, respond to requests and complaints.

#### **KEY RESULT AREAS (link to Strategic Plan)**

<b>Strategic Plan Program</b>	<b>Key Result Area</b>
2 Transport	2.1 Alternative Travel
	2.2 Parking
	2.3 Road Safety
3 Natural Environment	3.2 Pollution Control & Minimisation
4 Built Environment	4.1 Housing Development
	4.2 Land Use
	4.3 Infrastructure Maintenance & Provision
	4.4 Heritage Conservation
5 Responsible Government	5.4 Accessibility

#### **OUTPUTS**

- Maintained & accessible infrastructure
- Designs and specifications
- DA advice
- New assets
- Improved Street Lighting
- Rolling works programs
- Reduced waterway pollution
- Reduced exposure to risks
- Traffic & parking management

<b>PROGRAM 3.1 - INFRASTRUCTURE MANAGEMENT</b>
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<b>PRIORITIES</b>	<b>Timeframe</b>
<p><b>Continued infrastructure improvement programs for roads, footpaths, drains, seawalls &amp; buildings (including public toilets) in line with funds from the special rate increase &amp; parking meter revenue.</b></p> <p><b>PROGRESS OF WORKS</b></p> <p><b>Infrastructure - Footpaths</b></p> <ul style="list-style-type: none"> <li>• A total of 1,245m<sup>2</sup> of asphalt footpath and 873m<sup>2</sup> of concrete footpath completed in the 1st quarter.</li> <li>• A total of 1,215m<sup>2</sup> of asphalt footpath and 926m<sup>2</sup> of concrete footpath completed 2<sup>nd</sup> quarter.</li> </ul> <p><b>Infrastructure - Kerb &amp; Gutter</b></p> <ul style="list-style-type: none"> <li>• Roberts Street design completed 1<sup>st</sup> quarter.</li> <li>• Punch Street design completed 2<sup>nd</sup> quarter.</li> <li>• Booth Street design completed 2<sup>nd</sup> quarter</li> <li>• George Street design completed 2<sup>nd</sup> quarter</li> <li>• Stage 2 Easter Street kerb &amp; gutter works completed 2<sup>nd</sup> quarter</li> <li>• Elswick Lane design completed 2<sup>nd</sup> quarter</li> <li>• Hamilton Street Car Park Design commenced 2<sup>nd</sup> quarter</li> </ul> <p><b>Infrastructure - Buildings &amp; Wharves</b></p> <ul style="list-style-type: none"> <li>• Annandale Town Hall. Painting of front façade completed 1<sup>st</sup> quarter.</li> <li>• Yurulbin Point Wharf. Shelter Shed repaired 1<sup>st</sup> quarter.</li> <li>• Dawn Fraser Pool superstructure repairs completed 1<sup>st</sup> quarter.</li> <li>• Dawn Fraser Pool kiosk completed 1<sup>st</sup> quarter.</li> <li>• Leichhardt Town Hall. Repairs to eastern walls completed 1<sup>st</sup> quarter.</li> <li>• Administration Building ceiling tiles replaced 2<sup>nd</sup> quarter</li> <li>• Leichhardt Town Hall Alderman's Room air conditioner installed 2<sup>nd</sup> quarter</li> <li>• Balmain Baby Health Centre air conditioner installed 2<sup>nd</sup> quarter</li> <li>• Leichhardt Park Wharf Upgrade – Design finalised and approved by Steering Committee 2<sup>nd</sup> quarter</li> </ul> <p><b>Infrastructure - Sea Walls</b></p> <ul style="list-style-type: none"> <li>• Sea Wall design for Yurulbin Point completed. The development application for the project has been lodged with the Maritime Authority (ex Waterways).</li> </ul>	<p>12 month program</p>

<p><b>Implement the high priority local area traffic management projects identified in the adopted LATM scheme.</b></p> <p><b>Traffic</b></p> <ul style="list-style-type: none"> <li>• McDonald Street design completed 2<sup>nd</sup> quarter</li> <li>• NE Annandale LATM Rose &amp; Trafalgar St design completed 2<sup>nd</sup> quarter</li> <li>• Darling Street 40km Project Designs completed and submitted to the RTA for Darling/King St, Darling/Loyalty Square, Darling/Eaton St, Darling/McDonald St &amp; Darling/Nicholson St 2<sup>nd</sup> quarter.</li> <li>• Mullens Street road widening design completed 1st quarter.</li> <li>• Styles Street Traffic Calming Stage 1 (2 flat top road humps) completed 2nd quarter.</li> <li>• Mullens Street at Reynolds Street 40km Project design commenced 2nd quarter.</li> <li>• Mullens Street at Mansfield Street 40km raised pedestrian crossing commenced 2nd quarter.</li> </ul>	12 month program
<p><b>Review of residents parking scheme</b></p> <ul style="list-style-type: none"> <li>• Parking Scheme Focus Groups held for the areas of Leichhardt, Rozelle &amp; Balmain</li> <li>• Information brochure prepared and distributed to residents along with Parking Permit renewal applications 1<sup>st</sup> quarter.</li> <li>• 2004-2006 Parking Permits issued 2<sup>nd</sup> quarter.</li> </ul>	12 month program
<p><b>Develop and implement maintenance intervention standards for all assets to address risk management requirements</b></p> <ul style="list-style-type: none"> <li>• A Footpath Inspection and maintenance policy, including intervention levels prepared and endorsed by Council in September 2004</li> </ul>	12 month program
<p><b>Update and monitor progress of Council's Stormwater Management Plan.</b></p> <p><b>Stormwater Drainage</b></p> <ul style="list-style-type: none"> <li>• Campbell Street drainage works completed 1st quarter.</li> <li>• Dock Road/Rowntree Street drainage works completed 1st quarter.</li> <li>• Johnson Street drainage works completed 1st quarter.</li> <li>• Albion Street/Macquarie Street drainage design completed 1st quarter.</li> <li>• Mullens Street drainage extension completed 2<sup>nd</sup> quarter.</li> </ul>	12 month program
<p><b>Implement the narrow streets program</b></p> <ul style="list-style-type: none"> <li>• Narrow Streets Program. Trial Shared Zone in Foucart Street in progress 1<sup>st</sup> quarter.</li> <li>• Consultation/Evaluation of Foucart Street trial undertaken 2<sup>nd</sup> quarter.</li> <li>• Plans revised and submitted to the RTA for additional trials in 2 precincts: Balmain (Phillip, Short &amp; Spring Streets) and Rozelle (Springside, Callan, McCleer Streets)</li> </ul>	12 month program

<b>Continued Implementation of DDA Action Plan</b> <ul style="list-style-type: none"><li>• A total of 22 Kerb Ramps completed in the 1st quarter</li><li>• A total of 14 Kerb Ramps completed in the 2<sup>nd</sup> quarter</li><li>• Proposed disabled toilet for Victoria Road not supported by the access committee due to the grade of footpath.</li><li>• Currently Investigating disabled toilet for Harry Hannaford Centre and Blackmore Oval.</li><li>• Gladstone Park toilets DA approved and tender being awarded at February Ordinary Meeting.</li></ul>	12 month program
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<b>PROGRAM 3.1 - INFRASTRUCTURE MANAGEMENT</b>
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PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Quantity</b>		
No of stormwater pollution control devices installed per year	12	0 Proposed 4 <sup>th</sup> Quarter
No designs completed for capital works program per year	25	14
No of kerb ramps installed per year	95	36
Square metres of footpath reconstructed per year	14,000	4,259
No. of localised flooding problems rectified per year	4	4
<b>Quality</b>		
Reduction in public liability claims (33 in 1998/99)	20	23
Value of actual expenditure on infrastructure compared to the required expenditure to achieve a 5-year satisfactory condition.	95%	61%
Reduction in number of potholes reported (212 in 1998/99)	130	81
<b>Timeliness</b>		
% Public Liability reports actioned within 21 days	90%	75%
% of DA assessments actioned within 21 days	90%	42% (438 @ avg 36 days. 20% increase on 2003/04)
<b>Cost</b>		
% of actual projects completed to budget	95%	90%



## PROGRAM 3.2 - INFRASTRUCTURE & SERVICE DELIVERY

### OBJECTIVES

To repair, clean and landscape existing assets in accordance with prescribed levels of service, collect residual waste and recyclable material, and build new assets.

### ACTIVITIES

Facilitate mechanisms for reuse and recycling, collect residual waste, repair and construct infrastructure, clean and weed public places and drains, implement disaster management, provide and maintain fleet, prepare and implement landscape and main street improvement plans.

### KEY RESULT AREAS (*link to Strategic Plan*)

Strategic Plan Program	Key Result Area
1 Community Wellbeing	1.2 Recreation Provision
3 Natural Environment	3.1 Conservation & Enhancement
	3.2 Pollution Control & Minimisation
	3.3 Waste Minimisation
4 Built Environment	4.3 Infrastructure Maintenance & Provision
5 Responsible Government	5.4 Accessibility

### OUTPUTS

- Waste and recycling collection – domestic and commercial
- Building and fleet maintenance
- Clean and maintained parks and streets
- Improved streetscapes / main streets
- New and re-landscaped parks

### PRIORITIES

### Timeframe

<p><b>Increase parks maintenance service levels in line with community expectations. Improve contractor weed control; benchmarking &amp; resource sharing investigations; available funds; &amp; education/communication programs.</b></p> <ul style="list-style-type: none"> <li>• Area Base EBA signed and implemented 1<sup>st</sup> quarter</li> <li>• Non-chemical weed control contract extended till July 05 and new contract being prepared.</li> <li>• New 'Green Machine Street Sweeper' on order to assist with parks, footpaths and lane sweeping.</li> <li>• Bushcare – Biodiversity Officer position description completed and approved 2<sup>nd</sup> quarter</li> <li>• Successful in obtaining Sharing Sydney Harbour Access Grant \$ for \$ funding for Balmain High School Foreshore Link (\$70,000), Dinghy Storage Racks Duke St Reserve (\$2,750). Soft Water Access Leichhardt Park (\$8,700).</li> </ul>	<p>On-going</p>
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<p><b>Investigate the resourcing &amp; provide support for community volunteers (Friends of the Park).</b></p> <ul style="list-style-type: none"> <li>• Initial meeting held with Friends of the Parks 1<sup>st</sup> 1/4</li> <li>• Initial database for community volunteer groups has been developed.</li> <li>• Council has identified all parks that have friends / volunteer groups associated with them.</li> <li>• One-on one interviews carried out with main groups at specific sites</li> <li>• Council has inspected, Hogan, Spindlers, Piper Street, Elkington, King George, Birrung, Thornton Park and Whites Creek with a representative of each volunteer group. Program of works is being developed outlining what resources, materials and assistance is required for the year.</li> <li>• Promotion and recruitment drive for community volunteers commenced with forms distributed to groups seeking input on promotion ideas for the next 12 months. Meeting planned to coordinate the promotion strategy with groups in March 05</li> <li>• General Safe Operating Procedures prepared and specific procedures for each location are being developed</li> <li>• Council will provide safety induction for new members and provide assistance on promotion days.</li> </ul>	On-going
<p><b>Implement service delivery improvements generally in parks/streetscapes &amp; civic works in line with benchmarking &amp; resource sharing outcomes.</b></p> <ul style="list-style-type: none"> <li>• Cloudmaster floodlight and irrigation software and hardware installed 1<sup>st</sup> quarter</li> <li>• Playing Field Renovation Programme including decompaction, fertilising and broadleaf weed control completed in 2<sup>nd</sup> quarter</li> <li>• Automatic underground irrigation systems installed at Birchgrove Oval, Blackmore Oval and Cohen Park 1<sup>st</sup> quarter</li> <li>• Improved works request system for all civil works activities.</li> <li>• Certificate 3 - Horticulture in Local Govt. arranged for Parks &amp; Streetscapes staff</li> <li>• Certificate 3 training arranged for civil works staff.</li> </ul>	On-going
<p><b>Implement parks &amp; mainstreet improvement programs</b></p> <p><b>Mainstreet</b></p> <ul style="list-style-type: none"> <li>• Darling Street Mainstreet improvement works between Bruce Street and Nelson Street, Rozelle, completed 1st quarter.</li> <li>• Gladstone Park frontage improvement and toilets, DA approved completed and tender sought</li> <li>• Norton Street near William Street completed</li> <li>• Norton Street from Italian forum to Dot Lane design completed</li> <li>• Norton Street consultant engaged to look at signage lighting, and streetscape improvements</li> </ul> <p><b>Park Improvements</b></p> <ul style="list-style-type: none"> <li>• Leichhardt Park pedestrian / cycleway completed 1<sup>st</sup> quarter.</li> <li>• Marr Reserve Playground upgrade completed 1<sup>st</sup> quarter.</li> <li>• Pine square playground installation completed 2<sup>nd</sup> quarter.</li> <li>• Development Application approved for remediation of Mort Bay Site 1<sup>st</sup> quarter and remediation commenced – 80% completed</li> <li>• Retaining wall investigations at Mort Bay Park Site C completed 1<sup>st</sup> quarter and tender process completed 2<sup>nd</sup> quarter.</li> <li>• Landscape documentation for Site C Mort Bay Park further</li> </ul>	On-going

<p>developed 2<sup>nd</sup> quarter.</p> <ul style="list-style-type: none"> <li>Contract let for the refurbishment of The Labyrinth at Whites Creek Valley Park.</li> </ul>	
<p><b>Implement LCAMP initiatives including signage, fencing &amp; bins</b></p> <ul style="list-style-type: none"> <li>LCAMP signage installation commenced 1<sup>st</sup> quarter</li> <li>Signage installed at all major and district parks 2<sup>nd</sup> quarter.</li> <li>Majority of small and pocket parks signage installed 2<sup>nd</sup> quarter</li> <li>Fencing requirements identified at playgrounds and quotes sought 2<sup>nd</sup> quarter</li> <li>Dog tidy bag dispensers installed on reverse side of LCAMP signage at major park entrances</li> <li>New 240 litre bins and additional dog bag dispensers installed in parks 2<sup>nd</sup> quarter</li> </ul>	On-going
<p><b>Implement programs in accordance with Council &amp; community waste minimisation priorities and the Local Government Action Plan under the NSW Waste Avoidance and Resource Recovery Strategy.</b></p> <p><u>Regional Recycling Disposal Contract</u></p> <ul style="list-style-type: none"> <li>Ongoing meetings of the Regional Recycling Waste Mrg's group, bi- monthly</li> <li>Input into Visy Regional Education Program - adopted by Regional Waste Mgrs Group: <ul style="list-style-type: none"> <li>Development of Recycling Fact Sheets</li> <li>Development of Bin mascots Cassy the Can/Billie the Box</li> <li>Outdoor Billboard Advertising – 'Recycling has real Returns', Norton/Marion Sts, Leichhardt for 3 months</li> <li>Advertisement in 'Eco' section Sydney Morning Herald</li> <li>Christmas Local Media Campaign – full page add X 2 weeks The Courier</li> <li>Shopping Centre displays and posters for public place, distribution to schools/libraries</li> <li>Development of campaign messages for Shop a Docket Plastic Bag Campaign</li> </ul> </li> </ul> <p><u>Recycling Service Review</u></p> <p>Community consultation/education program including:</p> <ul style="list-style-type: none"> <li>Ongoing meetings/coordination with Consultants</li> <li>In house workshop - Analysis of stakeholder positions</li> <li>Development /testing of campaign messages</li> </ul> <p>Implementation of the campaign:</p> <ul style="list-style-type: none"> <li>Briefing presentations to Environment, Access &amp; Precinct Ctt's &amp; Councillors</li> <li>Posters – A series of A1 and A3 posters in bus shelters/Shopping Centre displays</li> <li>Postcards to all single dwellings</li> <li>Newsletter to every household</li> <li>9 shopping Centres displays at various locations</li> <li>2 drop in days/evening</li> <li>Customer Service briefing/feedback option</li> </ul>	On-going to 2014

- Media Release and advertising
- Website information/feedback option
- 8 Focus group sessions including Council staff, narrow streets, random group
- Follow up phone calls/emails to resident inquiries
- Council report - Adoption of recommendations

Communication program

Follow up re the outcomes of the consultation campaign, including:

- Customer Service email briefings on outcomes
- Article in Council's December Newsletter, distributed to all households.
- Information on Council's website.
- Letter regarding outcomes to all Precincts
- Letter regarding outcomes to all focus group participants.

Recycling Collection Contract

- Tender for manufacture and delivery of MGB's & crates advertised
- Tender for recycling collection contract advertised
- Development of timeframe/task list for roll out of new service incorporating the Department of Environment & Conservations (DEC) Model 'Service Development Timeline'

<p><b>Continuing education for resource recovery / waste avoidance:</b></p> <p><u>Waste Not DCP</u></p> <ul style="list-style-type: none"> <li>• Update on Waste Not DCP &amp; resources to Assessment Planners</li> <li>• Training in conjunction with the Department of Environment &amp; Conservation: <ul style="list-style-type: none"> <li>○ 24 staff from Customer Service; Assessments; Strategic Planning &amp; Compliance</li> </ul> </li> <li>• Regional meeting with DEC</li> </ul> <p><u>Household Hazardous Drop off collection</u></p> <p>Collection held in Roberts St, Balmain:</p> <ul style="list-style-type: none"> <li>• Posters/fliers to all community, Neighbourhood &amp; Child Care Centres &amp; Libraries;</li> <li>• banner on Victoria Rd;</li> <li>• information in Council foyer &amp; website;</li> <li>• Media Release</li> </ul> <p><u>Plastic Bag reduction</u></p> <ul style="list-style-type: none"> <li>• Staff plastic bag reduction - in house competition.</li> <li>• Bag the Bag – Let’s Make Rozelle Plastic Bag Free Campaign - Council, Planet Ark, Balmain/Rozelle Chambers: <ul style="list-style-type: none"> <li>○ Distribution of reusable/paper bags and follow up Campaign information, to 65 businesses</li> <li>○ Launch of Campaign by Leichhardt Council’s Mayor, Minister for the Environment &amp; Planet Ark</li> </ul> </li> <li>• Meeting with The Watershed (joint Marrickville/City of Sydney venture) on possible regional plastic bag reduction campaign.</li> <li>• Bag the Bag competition – presentation to winner of prizes for children’s entries for the reusable bag competition, by Cheekie the Clown, at the Dog’s Day Out.</li> </ul> <p><u>Sustainability Workshops</u></p> <ul style="list-style-type: none"> <li>• Composting &amp; Wormfarming / Green Cleaning workshop – 25 participants</li> <li>• Green cleaning workshop – 10 participants</li> <li>• Organisation of display and wormfarm, North Annandale school fete</li> <li>• Action Learning Workshop with DEC re ‘EarthWorks’ community waste reduction program. Provision of information on Leichhardt Council sustainability workshop programs/resources for input into a ‘resource matrix’ for users of EarthWorks or similar programs</li> </ul>	<p>On-going</p> <p>July</p> <p>September</p> <p>December</p> <p>31 July</p> <p>July</p> <p>September</p> <p>18 September</p> <p>October</p> <p>December</p> <p>July</p> <p>December</p> <p>November</p> <p>December</p>
<p><b>Continuing education for resource recovery / waste avoidance (Con’t):</b></p> <p><u>Events/displays</u></p>	

<ul style="list-style-type: none"> <li>• Green Cleaning Display Customer Service foyer</li> <li>• Permaculture Display &amp; Green Clean display – Local Government Week</li> <li>• Active Fun day – Sustainability stall</li> </ul>	<p>July August  November</p>
<p><u>SecondHand Saturday</u></p> <ul style="list-style-type: none"> <li>• Follow up briefing with Customer Service</li> </ul>	<p>July</p>
<p><u>31 White St Environmental Education Centre</u></p> <ul style="list-style-type: none"> <li>• Input and note taking - Community 'Visioning workshop'</li> </ul>	<p>October</p>

<b>PROGRAM 3.2 - INFRASTRUCTURE &amp; SERVICE DELIVERY</b>
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PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Quantity</b>		
Amount of garden organics collected per capita	17kg	13.9kg
Amount of recyclables collected per household	287kg	142.5kg
Number of zones participating in Second hand Saturday.	3	0
Number of educational campaigns/workshops	4	4
Tonnes of gross pollutants collected	70	60
No drains cleaned per year	3,600	2,332
No of garden beds mulched and refurbished per year	128	210
No of street signs installed per year	800	32
No. persons consulted over illegal dumping/litter	1,800	917
<b>Timeliness</b>		
Average frequency of service for area based teams (working days)	16	18
% of actual open space / main street programs completed within the year	100%	29%
<b>Cost (current dollars)</b>		
Cost per road km for street cleaning per year	\$8,400	\$11,830
Cost per sq metre of concrete path	\$155	\$84.50
Cost per sq metre of asphalt path	\$120	\$75.45
Cost per domestic waste service collected	\$3.20	\$2.09
Cost of parks maintenance per sq metre per year	\$1.60	\$1.05

<b>PROGRAM 3.3 - COMMUNITY OPERATIONS</b>
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**OBJECTIVES**

To provide and develop quality support services for children under five.

To ensure a range of home based services and programs are available to all sections of the community.

**ACTIVITIES**

Provide family day care, long day care, occasional care programs, maintain properties and specify service standards. Provide developmental support to the community in the children's sector. Provision of home maintenance and a handy-person/gardening service.

**KEY RESULT AREAS (link to Strategic Plan)**

Strategic Plan Program	Key Result Area
1 Community Wellbeing	1.1 Social and Support Services
	1.5 Community Support
5 Responsible Government	5.4 Accessibility

**OUTPUTS**

- 3 long day care centres
- 2 occasional care services
- Family day care service
- 4 buildings maintained
- Handy-person/gardener service
- Home modification and maintenance

PRIORITIES	Timeframe
<b>CHILDREN'S SERVICES</b>	
<b>Review Policies and Procedures Documents and upgrade</b> <ul style="list-style-type: none"> <li>• Currently reviewing/developing policies and procedures for Child Protection; Anti Bias; Co-operation</li> <li>• Currently reviewing all Appendices for accurate updated information</li> </ul>	June 2005
<b>Gain a higher profile for the children's services through the development of promotional resource materials plus enhancing existing informational services.</b> <ul style="list-style-type: none"> <li>• All service documentation (eg pamphlets, handbooks) has been updated to include current and relevant information</li> <li>• Updated pamphlets to be distributed to community via Council enquiries, Early Childhood Health Centres</li> </ul>	May 2005
<b>Relocation of John McMahon Childcare Centre to Mort Bay Park</b> <ul style="list-style-type: none"> <li>• Council adopted amended Plan of Management for Mort Bay Park allowing a larger footprint for the proposed structure.</li> </ul>	2004 - 2005



<p><b>Accreditation for the Family Day Care Scheme</b></p> <ul style="list-style-type: none"> <li>• Family Day Care achieved maximum Accreditation in July 04.</li> <li>• Preparation underway to gather evidence and information for next review due 2006</li> </ul>	July 2004
<b>HOME MAINTENANCE</b>	
<p><b>Increase community awareness of the Home Modification and Maintenance Service and the Home Handy-person/gardener Service.</b></p> <p>New pamphlets have been distributed to existing networks including hospitals, Occupational Therapists, Senior Citizens venues</p>	On-going
<p><b>Increase the range of “environmental friendly” options that can be offered to clients when undertaking home modifications.</b></p> <ul style="list-style-type: none"> <li>• Products are being sourced and used where possible.</li> <li>• Co-ordinator to attend CCP training</li> </ul>	On-going
<p><b>Review and update the Policies and Procedures Manual for of the Home Modification and Maintenance Service and the Home Handy-person/gardener Service.</b></p> <ul style="list-style-type: none"> <li>• Changes to DADHC accountability and reporting have been implemented</li> <li>• MSDS folder currently being updated</li> </ul>	June 2005

<b>PROGRAM 3.3 - COMMUNITY OPERATIONS</b>
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PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>CHILDREN'S SERVICES</b>		
<b>Quantity</b>		
Utilisation of Centre based services	97%	95%
No. of Licensed places in Occasional care services	40	40
No. of licensed places in Centre based services Long day care	110	110
No. of children enrolled in Centre based services (long day care services)	170	180
No. of licensed places in Family Day Care	275	275
No. of children enrolled in Family Day Care	200	205
No. of Family Day Care providers	40	36
No. of enrolments/bookings per annum in Occasional Care Services	300	300
<b>Quality</b>		
% of parents rating services satisfactory	98%	98%
Maintenance of maximum accreditation rating	3 year	3 year
Maintenance of low staff turnover	5%	1%
<b>Timeliness</b>		
Turn around time for dealing with complaints	24 hours	24 hours
<b>Cost</b>		
Costs Council pa:-		
Per Placement	Long Day Care	\$0.00
Per Booking	Occasional Care	\$15.00
Per Child	Family Day Care	\$0.95
<b>HOME MAINTENANCE</b>		
<b>Quantity</b>		
No of home modification jobs undertaken pa	100	178
No of home maintenance jobs undertaken pa	300	119
No of handy-person/gardening service jobs undertaken pa	400	166
<b>Quality</b>		
% of Home Maintenance service recipients who rate the service satisfactory	90%	90%
% of handy-person/gardener service recipients who rate the service satisfactory	90%	90%
<b>Timeliness</b>		
% of home maintenance clients where assessment has commenced within 10 working days of referral	95%	95%
% of handy-person service clients where assessment has commenced within 10 working days of referral	95%	95%
<b>Cost</b>		
Cost to Council per user pa home maintenance	\$3.00	\$3.00
Cost to Council per user pa home handy-person/gardener	\$42.00	\$42.00

## **DIVISION 4 - CORPORATE & INFORMATION SERVICES**

### **PROGRAM 4.1 - ADMINISTRATION SERVICES**

#### **OBJECTIVES**

To support staff and Councillors and the public by managing information in a timely fashion and meeting Council's governance requirements and with the day to day administrative functions of the Council.

To ensure community services and programs are available to all sections of the community through direct provision.

#### **ACTIVITIES**

Maintain records and record systems, register correspondence including e-mail, send mail, investigate & implement electronic document management systems, respond to requirements of State Records Act, prepare, print & distribute Council business papers and take minutes at meetings, produce statutory returns and Annual Report, monitor Council resolutions and report to Council on action taken/planned, policy register, maintain legal documents register, maintain and further develop web site, respond to freedom of information requests, co-ordinate filming in the municipality, subscribe to statutory bodies, print Council documents and attend to and process hall booking applications. Operation of community centres, plan and conduct community programs.

#### **KEY RESULT AREAS ([link to Strategic Plan](#))**

<b>Strategic Plan Program</b>	<b>Key Result Area</b>
1 Community Wellbeing	1.1 Social and Support Services
5 Responsible Government	5.2 Effective Management

#### **OUTPUTS**

- Records system
- Council meetings
- Statutory returns & reports
- Website
- Printed documents
- Council business papers and minutes
- Mail deliveries
  - 2 community centres

<b>PROGRAM 4.1 - ADMINISTRATION SERVICES</b>
--

<b>PRIORITIES</b>	<b>Timeframe</b>
Revise Statement of Affairs and Summary of Affairs documents (as per FOI Act). Both documents to be completed by 30 June 2004	30 June 2004
Co-ordinate and produce Council's Annual Report <ul style="list-style-type: none"> <li>• Completed - Report published November 2004</li> </ul>	November 2004
Investigate further on line features and other continuous improvements to Council's website	On-going
Monitoring and updating of records Management User Manual and policies and procedures in line with changes in legislation and policy/procedures	On-going
Continue to conduct staff training induction sessions for new employees on Records Management User Manual and policies and procedures	On-going
Prepare electronic document management project plan, report to Council and implement	<ul style="list-style-type: none"> <li>• Report in first half of 2005</li> <li>• Implementation in accordance with project plan</li> </ul>
Ensure maintenance work at Annandale and Lilyfield Centres undertaken	30 June 2005
School children's art exhibition at Annandale Neighbourhood Centre	1st half of financial year
School children's story writing competition/display at Lilyfield Community Centre	2 <sup>nd</sup> half of financial year
Council subsidised ceramics course for children at Lilyfield Community Centre	Throughout 2004/05
Continue work in relation to archiving program and disposal schedule	On-going

<b>PROGRAM 4.1 - ADMINISTRATION SERVICES</b>
--

PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Quantity</b>		
No. of records requested	11,750	5,800
No. of Council meetings held – Ordinary, and Extraordinary	13	4
No. of FOI requested received per annum	15	18
No. of groups using Community Centres	80	61
Attendance – Community Centre Open Days	800	N/A
<b>Quality</b>		
% of staff who rate the Records system as satisfactory or above	95%	95%
% of Neighbourhood Centre users satisfied with program	90%	90%
% of Neighbourhood Centre users satisfied with facilities	90%	90%
<b>Timeliness</b>		
% of records delivered within 24 hours (non standard)	90%	90%
% of records delivered within 1 hour (standard)	90%	90%
% of business papers prepared by deadlines	100%	100%
% of Council minutes prepared within 48 hours of meeting	95%	95%
% of files from adopted items distributed day after meeting	100%	100%
% of remaining files distributed by Friday following meeting	100%	100%

<b>PROGRAM 4.2 - INFORMATION TECHNOLOGY</b>
---

**OBJECTIVES**

To support staff and Councillors by maintaining and developing relevant technology.

**ACTIVITIES**

Provide and maintain IT infrastructure (hard and soft), provide help desk, provide IT support and training, maintain and develop GIS system, maintain connection to internet and email, maintain remote site users, coordinate system users group, manage vendor relationships, provide and support telephone system.

**KEY RESULT AREAS (link to Strategic Plan)**

Strategic Plan Program	Key Result Area
5 Responsible Government	5.2 Effective Management

**OUTPUTS**

- Computer Systems
- Telephone and email systems
- Local area network and wide area network
- Geographical information system

**PRIORITIES****Timeframe**

Server Upgrade Program Replace ageing servers: <ul style="list-style-type: none"> <li>• Recfind Server (if EDMS is not implemented)</li> <li>• GEAC Server</li> <li>• Leichhardt Park Aquatic Centre – replaced March 2004</li> </ul>	June 2005
Assist in implementation of software and hardware for Parking Infringement System – depends on the IPB schedule for implementation	June 2005
Provide secure access to Council's network resources for remote sites	Ongoing
Electronic Document Management System (assist in software and hardware selection and installation)	June 2005
Investigate and integrate with EDM project plan Knowledge Portal to support document management, knowledge management and customer service strategies. Such a portal will allow access all of Council's information databases from one search screen	September 2005
Further develop on-line interactive maps	June 2005
Investigate and assess feasibility of implementing on-line requests for Certificates	December 2005

<b>PROGRAM 4.2 - INFORMATION TECHNOLOGY</b>
---

PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Quantity</b>		
No. of requests for IT help	1,100	337
<b>Quality</b>		
Hours of computer down time during business hours (max):		
Network Access	5	0
Desktop applications	5	0
GEAC Land Information System	5	0
Finance One Finance System	5	0
CHRIS Payroll System	5	0
Records Management System	5	1
GIS	5	0
E-mail (internal)	5	1
E-mail (external)	5	1
Remote access to Council	5	1
Telephone System	2	1
Voicemail System	2	0
Computer Fax System	2	0
% of staff who rate the IT systems as satisfactory or above	95%	Not yet surveyed
% of staff who rate the IT support as satisfactory or above	95%	Not yet surveyed
<b>Timeliness</b>		
% of IT help responses within 4 hours (numbers)	95%	90%

<b>PROGRAM 4.3 - FINANCIAL SERVICES</b>
---

**OBJECTIVES**

To manage Council's financial assets and to provide accurate, timely and reliable financial information to enable good management.

**ACTIVITIES**

Record, maintain and reconcile ledgers and registers, prepare and monitor budgets, borrow and invest funds, prepare payroll, purchase goods, pay accounts, rating, debt collection, prepare statutory and internal reports, manage stores, give financial and systems advice, develop and maintain internal control procedures and systems.

**KEY RESULT AREAS (link to Strategic Plan)**

Strategic Plan Program	Key Result Area
5 Responsible Government	5.2 Effective Management

**OUTPUTS**

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• Statutory return and statements</li> <li>• Budgets</li> <li>• Interest on investments</li> <li>• Invoices</li> <li>• Orders</li> <li>• Loan funding</li> </ul> | <ul style="list-style-type: none"> <li>• Statutory reports to Council</li> <li>• Financial reports</li> <li>• Pays</li> <li>• Payment</li> <li>• Grant applications</li> <li>• FBT return</li> <li>• Rate notices</li> </ul> |
|---|--|

**PRIORITIES****Timeframe**

Continued focus on debt recovery	On-going
Increased utilisation of EFT payments	On-going
Continued development of Councils purchasing practices	On-going
Implement electronic requisition purchasing	June 2005
Development of Council's Sustainable Financial Health Check	February 2005
Appoint internal auditor and implement internal audit program <ul style="list-style-type: none"> <li>○ <b>Internal Auditor has been appointed - commenced October</b></li> </ul>	Commence program by August 2004
Development of service level agreements	March 2005



<b>PROGRAM 4.3 - FINANCIAL SERVICES</b>
---

PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Quantity</b>		
Investment returns are greater than cash rate by	0.5%	0.5%
Rates outstanding (annual result) - % of annual rating revenue	5%	8%
Debt services ratio (annual result)	6%	7%
<b>Quality</b>		
Internal customer satisfaction with Financial Services	95%	Not Surveyed
<b>Timeliness</b>		
% of statutory reports ready by deadline	100%	100%

<b>PROGRAM 4.4 - CUSTOMER SERVICE CENTRE</b>
--

**OBJECTIVES**

To act as an agency for Council's service delivery staff by providing a friendly interface with the community and other stakeholders in providing accurate information and in receiving documents and payments.

**ACTIVITIES**

Serve customers at counter and on phones, give advice, take money and applications, organise follow-up action, deal with correspondence.

**KEY RESULT AREAS (link to Strategic Plan)**

Strategic Plan Program	Key Result Area
5 Responsible Government	5.2 Effective Management

**OUTPUTS**

- Customer service centre
- Money receipted
- Customers served
- Advice provided
- Calls answered
- Bookings taken

**PRIORITIES**

	Timeframe
Continually develop and review inter unit Service Level Agreements.	On-going
Review / Reprint / Redistribute Customer Service Centre Brochure. o To be posted with May rates instalment notice.	February 2005
Continual review of Customer Service Knowledge Base documents.	On-going
Internal Customer Service Survey on service levels provided by Corporate Service staff.	On-going

<b>PROGRAM 4.4 - CUSTOMER SERVICE CENTRE</b>
--

PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Quantity</b>		
No. of counter customers per day (average)	120	110
No. calls answered per day (average)	375	378
% of matters resolved at first calls	90%	85%
<b>Quality</b>		
Internal Customer Service Survey	95%	Not Surveyed
<b>Timeliness</b>		
No. of calls answered < 30 seconds	85%	71.5%
No. of calls answered > 30 seconds	15%	28.5%
% of customers at counter served within 5 minutes	95%	95%

<b>PROGRAM 4.5 - PROPERTY SERVICES</b>
--

**OBJECTIVES**

To develop, manage and maintain Council's property to maximise its value and return to the community.

**ACTIVITIES**

Sales, acquisition, leasing and licensing of property, maintenance of Council buildings, caretaking at Town Halls, management of community and Crown Land, closure of roads, develop policy, develop and manage property projects.

**KEY RESULT AREAS (link to Strategic Plan)**

Strategic Plan Program	Key Result Area
4. Built Environment	4.3 Infrastructure maintenance and provision
5. Responsible Government	5.2 Effective Management
	5.3 Community involvement
	5.4 Accessibility

**OUTPUTS**

- Properties managed, maintained, leased, sold, acquired and developed
- Contracts managed
- Advice provided
- Commercial negotiations
- Policy established

**PRIORITIES****Timeframe**

Complete compulsory acquisition of 2-8 Weston St East Balmain • Acquired (gazetted) 30 July 2004	2004/05
Determination and payment of compensation for 2-8 Weston St	December 2005
Complete valuation case against the RTA over the compulsory acquisition of part of Blackmore Park. • March 2005. L&E Court Hearing: 14 - 16 Feb 05	2004/05
Prepare and lodge DA for upgrade of Balmain Library/Town Hall	June 2005
Commence refurbishment / expansion of Balmain Library	February 2006
Community consultation re possible extension of car park into 42 Merton Street Rozelle	February 2005
Resolution of planning and property issues at Elliott St Kiosk	June 2005

**PROGRAM 4.5 - PROPERTY SERVICES**

<b>PERFORMANCE INDICATORS</b>	<b>2004/05 TARGET</b>	<b>QTR 2 YTD</b>
<b>Quantity</b>		
No. of Council owned properties rented	20	20
No. of lanes / roads sold	1	0
No. of properties cleaned	7	7
<b>Quality</b>		
No. of internal customers satisfied with service	95%	Not surveyed
<b>Timeliness</b>		
% response to enquiries/requests within 24 hours	95%	95%

<b>PROGRAM 4.6 - RECREATION FACILITIES</b>
--

**OBJECTIVES**

To manage public recreation facilities to provide a quality, cost effective service catering for diverse community needs.

**ACTIVITIES**

Maintain and manage the swimming centres and tennis courts, organise programs (swim education, health and fitness, recreation), organise child minding, promote facilities, and provide kiosk facilities.

**KEY RESULT AREAS (link to Strategic Plan)**

Strategic Plan Program	Key Result Area
1 Community Wellbeing	1.2 Recreation Provision
	1.3 Being Healthy

**OUTPUTS**

- 1 commercial recreation centre including gym facilities
- 16 associated health / fitness and swim education programs
- 1 heritage pool
- 3 tennis venues

**PRIORITIES****Timeframe**

Prepare and lodge DA plans for LPAC children's water playground, upgrade to change-rooms, entrance and roof repair <ul style="list-style-type: none"> <li>• Consultation has been held, masterplan is on exhibition till end of February, Plans are currently being prepared for change-rooms upgrade</li> </ul>	On-going
Develop LPAC presence on Council website	On-going
Maintain financial performance of the LPAC	On-going
Update sectional procedures manuals	On-going
Undertake a customer survey	February 2005
Review LPAC entry procedure	On-going
Review programs delivered	On-going
Complete renovation of entry and kiosk at the Dawn Fraser Baths <ul style="list-style-type: none"> <li>• Completed September 2004</li> </ul>	September 2004
Review operating hours and entry system of tennis courts	On-going

<b>PROGRAM 4.6 - RECREATION FACILITIES</b>
--

PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Quantity</b>		
No. of Aquatic centre users	665,000	321,166
No. of users of Dawn Fraser Pool	38,600	17,841
No. of learn to swim participants	150,000	76,365
No. of swimming carnivals held	10	1
No. of fitness programs run	6,500	2,727
<b>Quality</b>		
Annual customer satisfaction survey – swimming pools	High	TBA
Annual customer satisfaction survey – indoor sports and fitness centres	High	TBA
<b>Timeliness</b>		
No. of unplanned days per year LPAC closed due to operational problems	0	0
<b>Cost</b>		
Net Cost of recreational facilities	\$144,000	End of Year Calculation

<b>PROGRAM 4.7 - LIBRARY &amp; INFORMATION SERVICES</b>
---

**OBJECTIVES**

To provide an accessible and technologically progressive library service and gateway that meets the information, recreation and life long learning needs of the community.

**ACTIVITIES**

Maintain collection, lend books and other materials, collect and disseminate community information, provide reference and information services, organise group programs, conserve local history, provide affordable IT services, participate in cooperative projects.

**KEY RESULT AREAS (link to Strategic Plan)**

Strategic Plan Program	Key Result Area
1 Community Wellbeing	1.4 Cultural Development

**OUTPUTS**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Lending services</li> <li>• Information provision</li> <li>• IT facilities</li> <li>• Community information</li> </ul> | <ul style="list-style-type: none"> <li>• Special needs services</li> <li>• Children's &amp; other activities &amp; programs</li> <li>• Local history collection &amp; conservation</li> <li>• Audio visual collections</li> </ul> |
|---|---|

**PRIORITIES****Timeframe**

Tender for and implement new library management computer system	March 2005
Review staff structure, work practices and conditions <ul style="list-style-type: none"> <li>○ Staff restructure underway</li> <li>○ Independent consultant's review of library service - complete.</li> <li>○ Work practices – ongoing</li> <li>○ Conditions approved by union – completed</li> </ul>	September 2004  Review underway with completion expected by March 2005
Develop activities and exhibitions program	January 2005
Lead library involvement in the preparation of DA for refurbishment / expansion of Balmain Library <ul style="list-style-type: none"> <li>• Additional community consultation was required</li> <li>• Tenders are being sought from architects for detailed plans and DA lodgement</li> </ul>	October 2004
Lead operational preparations for refurbishment / expansion of Balmain Library	July 2005



<b>PROGRAM 4.7 - LIBRARY &amp; INFORMATION SERVICES</b>
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PERFORMANCE INDICATORS	2004/05 TARGET	QTR 2 YTD
<b>Quantity</b>		
No. of loans (all categories)	340,000	98,674
No. of registered members	23,000	28,151
No. of Library visits	259,000	52,647
Size of collection	100,000	109,749
No. of information requests	25,000	8,113
<b>Timeliness</b>		
Turn about time for document delivery		
0 – 7 days	58%	TBA
0 – 30 days	86%	
Information transaction completion rate	92%	TBA

## LEICHHARDT MUNICIPAL COUNCIL

# REPORT

**DIVISION:** CORPORATE AND INFORMATION SERVICES

**SUBJECT:** ITEM 38 LOCAL GOVERNMENT ASSOCIATION  
PURCHASING CONTRACTS

**AUTHOR:** DAVID MURRAY, FINANCE MANAGER  
GRAHAM CARNEGIE, EMPLOYEE SERVICES MANAGER  
HANNA WILLOCK, INFORMATION TECHNOLOGY  
MANAGER

**FILE REF:** F97/00708

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

### DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS

**Financial Implications:** Savings could accrue if Council is able to access more favourable pricing.

**Policy Implications:** Continuous improvement in line with financial policy.

**Strategic Plan Objective:** Effective Management – maximise the return to the community, manage Council's physical, financial and human resources to provide efficient services in an honest and responsible manner.

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** Improved environmental management.

## 1. **Purpose of Report**

This report is in response to a Motion from the December 2004 Council meeting that a report be brought to the February meeting of Council outlining the following services of the LGSA, including any savings if Council resolved to use some or all of these services:

Bill payment project  
Microsoft NAMS agreement  
Buy recycled Alliance  
Sydney Morning Herald Advertising Tender

## 2. **Recommendations**

1. Council receive and note the information regarding the Bill Payment Project.
2. Council receive and note the information regarding the Microsoft NAMS Agreement.
3. Leichhardt Council join the Local Government Buy Recycle Alliance.
4. Council receive and note the information regarding the Sydney Morning Herald Advertising Tender.

## 3. **Background**

Leichhardt Council's approach to purchasing is embedded within a sustainability framework which requires staff to consider environmental, social and economic impacts of their purchasing decisions.

Leichhardt Council is committed to efficient, effective, economical, environmentally responsible and safe purchasing. Leichhardt Council requires that fair and equitable procurement systems be in place resulting in maximum value from public expenditure.

All purchases, including services provided by the LGA, are required to meet Council's purchasing guidelines.

## 4. **Report**

### **Bill Payment Project**

The LGSA in conjunction with CommSecure are providing a range of services for the payment of bills (by phone and internet) and for electronic bill presentation.

Council, through another provider, currently already offers bill payment by both phone and internet. This is a customised service to provide the Council look and feel, which is available either by phone or from Council's web page. This service is well utilised with in the order of 15,000 payments made by this facility per year. A comparison of pricing has shown that Council's current service provider compare favourably with the CommSecure provider.

## **Microsoft NAMS Agreement**

NAMS (New South Wales Agreement for Microsoft Software) is a contract which was signed in June 2003 between the State Contracts Control Board (which is part of the NSW Department of Commerce) and Microsoft to provide Microsoft software at reduced cost. The agreement covers NSW State and Local Government agencies and not-for profit organisations.

NAMS is a procurement method for the supply of Microsoft software. The agreement is for an initial three-year term, beginning in either 2003, 2004 or 2005, with the ability to extend the agreement to 2007. Leichhardt Council uses Microsoft software extensively on its desktop computers and on the servers which run Council's electronic business systems. Currently Council purchases Microsoft software under the Government Open Licensing Program (GOLP) at discounted prices.

A major benefit of NAMS is that it provides for software upgrades to the latest version at any time. However Council carries out major software upgrades only every few years due to associated implementation, training and integration costs. Therefore this aspect of the plan is not a significant benefit for Council.

In June 2003, Leichhardt Council undertook a careful comparison of Microsoft software procurement. This comparison showed that over a five-year period, and based on planned software upgrades, NAMS was more expensive than GOLP. On balance, it was considered better to stay with GOLP at the present time. Council will continue to review the costs and benefits of the various software agreements at regular intervals.

## **Buy Recycled Alliance**

The LGSA in co-operation with the Department of Environment and Conservation (NSW) have created the Local Government Buy Recycle Alliance (based on the successful Victorian model) to encourage and assist local government with the purchase of products containing recycled material. The Alliance is relatively new and will develop a coalition of Councils committed to increasing the use of recycled content products in their operations and services.

Membership of the Buy Recycled Alliance is free. Leichhardt Council's current Purchasing Policy is committed to the procurement of recycled products where possible. Membership of the Buy Recycled Alliance will provide access to the following benefits:

- Buy Recycled Resource Kit and Purchasing Guides.
- Identification of recycled product suppliers.
- Negotiation with suppliers utilising the combined power of member councils by the Buy Recycled Alliance.
- Network meetings of LGBRA members
- Access to LGBRA website detailing information about recycled products, profiling member councils and their recycling initiatives.
- Hands on education.

It is proposed that Leichhardt Council join the Local Government Buy Recycle Alliance to take advantage of networking, utilising combined purchasing power of

member councils, keep informed of recycled products available and participate in education programs.

### **Sydney Morning Herald Advertising Tender**

The LGSA called for tenders in June 2004 for advertising agencies to manage the Council \$11 million advertising contract with the Sydney Morning Herald. There were 8 applications received and all agencies were asked to present their capabilities and vision for the local market.

In August 2004 the tender was awarded to three agencies:

- Adcorp
- Leonard Holt Robb
- TMP Worldwide.

Leichhardt Council initially used TMP Worldwide but has used the other providers in recent times to assess the best provider for Leichhardt.

These rates achieved through the tender provide a 16% reduction on market rates. The rate includes both print and online advertising with [mycareer.com.au](http://mycareer.com.au).

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** CORPORATE AND INFORMATION SERVICES  
**SUBJECT:** ITEM 39 COUNCIL TENDERING REQUIREMENTS  
**AUTHOR:** DAVID MURRAY, FINANCE MANAGER  
**FILE REF:** F05/00025  
**DATE:** 10 August 2007  
**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** Nil

**Policy Implications:** Continuous improvement in line with financial policy.

**Strategic Plan Objective:** Effective Management – maximise the return to the community, manage Council's physical, financial and human resources to provide efficient services in an honest and responsible manner

**Staffing Implications:** Nil

**Notifications:** Nil

**Other Implications:** Nil

1. **Purpose of Report**

To advise of changes to Council's tendering requirements for goods and services.

2. **Recommendations**

That Council receive and note.

3. **Report**

**Increase in Tendering Threshold**

The Local Government (Tendering) Amendment (Threshold Amount) Regulation 2004 has been updated effective 17 December 2004.

The object of this Regulation is to ensure that the requirement to invite tenders before entering into the contracts referred to in section 55 of the Act does not apply to contracts involving an estimated expenditure or receipt of an amount of less than \$150,000 (rather than the \$100,000 amount referred to in that section).

Advice has been received from both the LGSA and the Department of Local Government that the \$150,000 threshold is inclusive of GST.

**Australia – United States Free Trade Agreement**

The Australia – United States Free Trade Agreement came into force on 1 January 2005.

The agreement has been reviewed and discussions undertaken with the ALGA regarding the implications of this agreement for local government.

There is a chapter in the agreement on government procurement - however, it is not applicable to local government. Accordingly, the Australia – United States free trade agreement has no impact on local government procurement.

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** CORPORATE AND INFORMATION SERVICES

**SUBJECT:** ITEM 40 HALL HIRE WAIVERS/REDUCTION FOR QUARTER ENDING 31/12/04

**AUTHOR:** GEORGE GEORGAKIS - MANAGER ADMINISTRATION SERVICES

**FILE REF:** F99/00040

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** Donations approved (by way of fee waiver or hall hire reduction as detailed in table attached to report)

**Policy Implications:** Decisions are in line with Council's Hall Hire procedures.

**Strategic Plan Objective:** Responsible Government – Effective Management

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL



## 1. **Purpose of Report**

To report back to Council on hall hire waivers/reductions considered and determined in the quarter ending 31/12/04.

## 2. **Recommendation**

The information be received and noted.

## 3. **Background**

### **3.1 Halls**

Council has the following halls/meeting rooms which are hired out at the rates set in Council's fees and charges for 2004/05;

- Leichhardt Town Hall
- Balmain Town Hall
- Balmain Meeting Room
- Annandale Neighbourhood Centre – back glass room
- Annandale Neighbourhood Centre – upstairs hall
- Annandale Neighbourhood Centre – main building meeting room
- Lilyfield Community Centre

Requests by users for fee waiver or reduction in hall hire (ie applying for the community rate) are considered in the following ways depending on the venue;

#### **Leichhardt Town Hall**

Report prepared and submitted to the Ordinary Meeting of Council. Requests referred to the Mayor for determination if requests are received between meetings and time does not permit the application being referred to the Ordinary Meeting.

#### **Balmain Town Hall / Meeting room**

Requests are referred to the Balmain Town Hall Management Committee. Decisions are recorded in the minutes which are reported to Council via the Community Services Committee or directly to Council.

#### **Annandale Neighbourhood Centre – back glass room**

Report prepared and submitted to the Ordinary Meeting of Council. Request referred to the Mayor for determination if requests are received between meetings and time does not permit the application being referred to the Ordinary Meeting.

#### **Annandale Neighbourhood Centre – upstairs hall or main building meeting room**

The Annandale Neighbourhood Centre Management Committee has previously been granted delegated authority to consider and determine these applications.

## **Lilyfield Community Centre**

Report prepared and submitted to the Ordinary Meeting of Council. Request referred to the Mayor to determine if requests are received between meetings.

No requests for fee waiver or reduction has been submitted for the quarter ending 31 December 2004.

### Permanent Fee Waivers

There are a number of groups that use the Centre on an ongoing basis and receive fee waivers/reductions;

- The Friends of Callan Park Group meets on the first Monday of each month for 1.5 hours. The total cost for this would be \$32.50 per month.
- 4 Playgroups also use the Centre each for 2 hours per week. The Playgroups pay 20% of income received from families for use of the Centre. Each family is charged \$2.00 per day. Therefore, if 30 families attend (\$60 received) 20% of that (\$12) is paid to Council.

## **4.2 Hall hire policy**

Council's policy on groups / individuals entitled to receive free use or reduced rate for use of Council's facilities is attached to this report. This criteria is followed when considering requests.

Staff will be reporting to Council each quarter detailing all requests received and determined. Details for the quarter ending 31/12/04 are attached in a table format.

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** CORPORATE AND INFORMATION SERVICES

**SUBJECT:** ITEM 41 CODE OF MEETING PRACTICE

**AUTHOR:** GEORGE GEORGAKIS, MANAGER ADMINISTRATION SERVICES

**FILE REF:** F97/00654

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** Nil

**Policy Implications:** Nil

**Strategic Plan Objective:** Responsible Government – Effective Management

**Staffing Implications:** Nil

**Notifications:** Nil

**Other Implications:** Nil

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**1. Purpose of Report**

To amend and adopt Council's Code of Meeting Practice.

**2. Recommendation**

Council adopt the attached Code of Meeting Practice.

**3. Background**

The previous Council at its meeting on 23 November 1999 resolved to adopt the existing Code of Meeting Practice.

Since this time a number of changes have been made to Council's meeting structure, including the change from three (3) Building and Development (Ward Based) Committees to two (2) and more recently a review and change in Policy Committees to come into effect from February 2005.

These changes have been made to Council's Code of Meeting Practice and it is considered timely to formally adopt the new Code of Meeting Practice with the amendments.

**4. Report**

In accordance with Section 360(2) of the Local Government Act, Council has previously adopted a Code of Meeting Practice that incorporates the provisions of the Local Government Act and Meeting Regulations and supplements those with provisions that are not inconsistent with them.

A number of changes have been made to the Code of Meeting Practice and the amended Code is submitted to Council for adoption.

The changes made to the Code are;

- minor changes in legislation have been made to document (Sections 443 and 448) relating to Pecuniary Interests and what interests do not have to be disclosed at a meeting
- change to include Council's resolution of July 2004 which requires the recording of Councillors who vote for and against each motion in Council minutes (including Building and Development meetings)

- Section 6.2, Order of Business – Information updated to reflect Divisional names
- Section 6.3, When are Meetings Held – Information updated to reflect new Committee structure and meeting cycle
- Clause 6.12, Quorum - Information updated to reflect changes made by Council
- Procedures for dealing with a rescission motions at the same meeting as where the rescission motion was lodged (formerly Clause 6.12) has been deleted as this was not considered good practice and is not provided for in the Meetings Regulations.
- Section 6.16, Voting at Council meetings - Change to include Council's resolution of July 2004 which requires the recording of Councillors who vote for and against each motion in Council minutes (including Building and Development meetings)
- Clause 6.24, Policy Committees – Information updated to reflect new Committee structure as adopted by Council
- Clause 6.25, Building and Development (Ward Based) Committee – Information updated to reflect new structure
- Clause 6.26, (Receive and note resolutions) and Section 6.27 (Refusal of DA that is before the Land & Environment Court) has been included in accordance with Council's resolution of March 2003).

## **5. Summary/Conclusions**

Council is not required to publicly exhibit the Code and therefore it is submitted to Council for adoption.

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** CORPORATE AND INFORMATION SERVICES

**SUBJECT:** ITEM 42 MICROPHONE SYSTEM IN COUNCIL CHAMBERS

**AUTHOR:** GEORGE GEORGAKIS - MANAGER ADMINISTRATION SERVICES

**FILE REF:** F97/01960

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** Expenditure in the sum of \$21,000

**Policy Implications:** Effective communication at Council Meetings

**Strategic Plan Objective:** Responsible Government – Effective Management

**Staffing Implications:** Nil

**Notifications:** Nil

**Other Implications:** Nil

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**1. Purpose of Report**

To provide to Council costs for a microphone system to be installed in the Council Chambers.

**2. Recommendation**

Funds in the sum of \$21,000 for the purchase of a microphone system to be installed in the Council Chambers be submitted for consideration to Council as part of the 2005/06 budget process.

**3. Background**

As Councillors would be aware, there is currently no microphone system in place in the Council Chambers.

During Council meetings, particularly in meetings with a large public gathering, it can sometimes be difficult to hear what Councillors, Council staff or members of the public are saying when addressing the meeting.

The report will therefore cover 2 options for the installation of a microphone system if Council so chooses.

**4. Report**

A brochure which displays the proposed microphone system and components is attached to the report.

The report will outline 2 options for Council's consideration.

**Option 1**

- Chairperson's microphone unit (which has overriding controls)
- 16 individual microphone units
- External control unit
- 2 Loudspeakers to be affixed to back of Chambers (approx 10cm x 10cm)
- 1 Amplifier and associated mounting brackets
- External cabling, assembly (connection of system to amplifier and loudspeakers)

The above system will provide individual microphone units for;

- The Mayor
- Councillors
- General Manager
- Senior Staff
- One unit for the gallery at the end of the table

The above system can be preselected on the central controller to allow for either 1, 2, or 4 units / microphones to be active at any one time. In similar installations to that proposed in option 1, the 2 open microphone setting is understood to provide the best balance between access and smooth meeting control (ie. the Mayor and one speaker).

The Mayor would have the overriding control and be able to switch all other units off with a single button push.

The above unit would cost no more than \$21,000.

## **Option 2**

A second option is submitted for Council's consideration at an approximate cost of \$46,500.

The second unit is as per Option 1, with a more sophisticated colour touch screen control unit for the Chairperson, which allows for any number of units to be on or off at any one time. It also allows for the Chairperson to be able to turn off one of more units if a certain person is talking out of line, whilst not interfering with the other units.

The touch-screen control unit offers the option of future control of external equipment (motorised projection screen and blinds, video / data projector etc).

It has more features than Council requires for a Council meeting.

The difference between Option 1 and 2 is in the control of the microphone system from the Chairperson's unit.

Put simply;

Option 1 – if a speaker is interrupting or talking out of line, the Chairperson can over-ride the active units to restore order. The Chairperson's unit always retains ultimate priority, allowing access to the system at all times.

Option 2 – if a speaker is interrupting or talking out of line, the Chairperson can turn *that* individual unit off and not affect the other units.

Option 1 is preferred as it provides simple control of the meeting. If one person is interrupting, the Chairperson can briefly over-ride the proceedings to restore order to the meeting.



**5. Summary/Conclusions**

The purchase of the microphone system will provide for greater clarity at Council meetings and enable everyone in the Chambers to hear what the speakers are saying. It will be of particular benefit at meetings with a large public gathering.

There are no funds in the current budget for this expenditure and it is recommended that the expenditure be submitted for consideration to Council as part of the 2005/06 budget process.

**LEICHHARDT MUNICIPAL COUNCIL****REPORT**

**DIVISION:** CORPORATE AND INFORMATION SERVICES

**SUBJECT:** ITEM 43 USAGE OF THE LEICHHARDT TOWN HALL

**AUTHOR:** GEORGE GEORGAKIS - MANAGER ADMINISTRATION SERVICES

**FILE REF:** F99/00040

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** Nil

**Policy Implications:** Nil

**Strategic Plan Objective:** Responsible Government – Effective Management

**Staffing Implications:** Nil

**Notifications:** Nil

**Other Implications:** Nil

**1. Purpose of Report**

To report back to Council on the usage of the Leichhardt Town Hall during 2004 and a comparison of fees charged with other Councils.

**2. Recommendation**

The information be received and noted.

**3. Background**

In reviewing the "Hall Hire Waivers/Reduction for quarter ending 30/9/04" report to Council at the November Ordinary Meeting, Council resolved that;

"A report be prepared on the usage of the Leichhardt Town Hall over the last 12 months and a comparison of fees charged with other Councils".

This report will cover the period from 1 January 2004 to 31 December 2004.

**4. Report****4.1 Fees from 1 January 2004 – 30 June 2004**

Council's fees for the use of the Leichhardt Town Hall during the second half of the previous financial year were;

**Weekdays**

Whole Day (8am – 12 midnight)	\$900
Day only (8am – 5pm)	\$500
Night Only (5pm – 12 midnight)	\$650
Hourly Rate – Maximum 3 hours	\$125 per hour

**Weekends and Public Holidays**

Whole Day (8am – 12 midnight)	\$1,400
Day only (8am – 5pm)	\$750
Night Only (5pm – 12 midnight)	\$950
Hourly Rate – Maximum 3 hours	\$150 per hour

**4.2 Fees From 1 July 2004 – 31 December 2004**

Council's current fees for the use of Leichhardt Town Hall are;

**Weekdays**

Whole Day (8am – 12 midnight)	\$930
Day only (8am – 5pm)	\$515
Night Only (5pm – 12 midnight)	\$670
Hourly Rate – Maximum 3 hours	\$130 per hour

### Weekends and Public Holidays

Whole Day (8am – 12 midnight)	\$1,450
Day only (8am – 5pm)	\$775
Night Only (5pm – 12 midnight)	\$980
Hourly Rate – Maximum 3 hours	\$155 per hour

25% discount for Community rates.

### 4.3 Hirers and fees paid during 2004

The hall was used on 146 days during 2004.

Details of hirers are;

- Core Sports, Just Sheets, Xcessories Galore (for sales)
- Council run programs (no charge)
- Precinct Meetings (no charge)
- Citizenship Ceremonies (no charge)
- Council or public meetings (no charge)
- Elections, including pre poll and counting (no charge)
- Federal Elections
- Private functions
- Local Schools
- Community group (Beacon Foundation)
- Channel 10 (for film shoot)

Hall hire fees raised during 2004 was \$78,985.

Total of fees reduced or waived during 2004 was \$11,150.

### 4.4 Comparison of fees charges with other Councils

Councils in the inner west with a hall of somewhat similar size and providing similar facilities to the Leichhardt Town Hall were contacted for a comparison of fees.

Please note, the capacity of the Leichhardt Town Hall is 280.

Details are outlined in the table below;

Name of Council	Hall Hire Fees
Marrickville Council <b>(Petersham Town Hall and Marrickville Town Hall)</b> Capacity 550	<p><b>Monday – Thursday</b> Monday to Thursday – 3hrs \$208 Additional Fee use per hr \$64</p> <p>Equates to: \$1040 for hire from 8am-Midnight \$592 for hire from 8am-5pm \$464 for hire from 5pm-Midngiht</p> <p><b>Friday, Saturday &amp; Sunday</b> Friday, Saturday &amp; Sunday (Public Holidays) – 3 hrs \$578</p>

	<p>Additional Fee use per hour      \$150</p> <p>Equates to:  \$2978 for hire from 8am-Midnight  \$1478 for hire from 8am-5pm  \$1178 for hire from 5pm-Midnight</p>
<p>City of Canada Bay  <b>Drummoyne Civic Centre</b>  Capacity 300</p>	<p><b>Monday-Thursday</b> \$67.00 per hour  <b>Monday- Thursday</b> \$26.00 per hour non profit  Friday 9am-6pm \$67.00 per hour or \$26.00 per hour non profit</p> <p>Equates to:  \$1072 for hire from 8am-Midnight Monday – Thursday  \$416 for hire from 8am-Midnight Monday – Thursday for non profit groups  \$603 for hire from 9am-6pm on Fridays (\$234 for hire from 9am-6pm on Friday for non profit projects)</p> <p><b>Friday, Saturday, Sunday 6pm-11pm</b>  \$115 per hour commercial  \$41.50 per hour non profit</p> <p><b>Saturday &amp; Sunday 9am-6pm</b>  \$82.50 per hour  \$36.00 per hour non profit</p> <p>Equates to:  \$805 for 7hrs in evening  \$290 for 7hrs in evening for non profit groups  \$742 for hire from 9am-6pm  \$324 for hire from 9am-6pm for non profit groups</p>
<p>Ashfield Council  <b>(Ashfield Town Hall)</b>  Capacity 300</p>	<p><b>Weekday</b>  Monday –Friday (till 5pm)                      \$145 per hour  Monday-Friday (5pm-midnight)  min 4hrs    \$162 per hour</p> <p>Equates to:  \$1305 for hire from 8am-5pm (Mon to Fri)  \$1134 for hire from 5pm-Midnight (Mon to Fri)</p> <p><b>Weekend</b>  Saturday/ Sunday/Public Holidays  per hour min 4hrs                                      \$197per hour  Saturdays or Sundays (9am-12midnight)  Block Booking    \$1620</p>

Strathfield Council <b>(Strathfield Town Hall)</b> Capacity 250	<b>Weekday</b>	
	Monday – Friday 9am-6pm	\$450
	Monday-Friday 6pm-midnight	\$450
	Monday –Friday 9am-midnight	\$800
	<b>Weekend</b>	
	Saturday 9am-6pm	\$580
	Saturday 6pm-midnight	\$650
Saturday 9am-midnight	\$1100	
Sunday/Public Holiday 9am-6pm	\$500	

A comparison with the above Councils show that Leichhardt Council's fees are lower than those charged by Marrickville Council (their halls however have a much larger capacity), lower than fees imposed by Ashfield Council and slightly higher than fees imposed by Strathfield Council. Canada Bay's Council hall hire rates during Monday – Friday are slightly higher than Leichhardt's rates, however their rates on weekends are slightly lower than those of Leichhardt.

Revenue for the year was almost \$80,000 which is considered good especially when taking into account the impact of the Council elections (hall was unavailable during pre-polling, election and counting post election).

## 5. Summary/Conclusions

It is recommended that no change to Council's Fees and Charges for the hire of Leichhardt Town Hall be made at this stage.

**MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN**

**LEICHHARDT MUNICIPAL COUNCIL****NOTICE OF MOTION**

**DIVISION:** MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN

**SUBJECT:** ITEM 44 SUMMARY OF MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN RESOLUTIONS FROM DECEMBER 2004

**FILE REF:**

**DATE:** 10 August 2007

**WORD PROCESSING REF:** G:\BP\Agendas\2005 agendas\220205BP2.DOC

**DIRECTOR'S SUMMARY - ORGANISATIONAL IMPLICATIONS**

**Financial Implications:** NIL

**Policy Implications:** NIL

**Strategic Plan Objective:** Responsible Government – Effective Management

**Staffing Implications:** NIL

**Notifications:** NIL

**Other Implications:** NIL



1. **Purpose of Report**

To advise Council of the status of Motions of Which Due Notice Has Been Given resolutions from December 2004.

2. **Recommendations**

That the information be received and noted.

**LEICHHARDT MUNICIPAL COUNCIL****NOTICE OF MOTION**

<b>DIVISION:</b>	MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN
<b>SUBJECT:</b>	ITEM 45 REGIONAL ABORIGINAL LAND COUNCIL SUPPORT
<b>FILE REF:</b>	F03/00233
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

**COUNCILLOR SHEEHAN****Recommendation**

That Council write to the NSW Minister for Aboriginal Affairs seeking to ensure that in future years there can be full participation of Regional Aboriginal Land Council delegates at the Local Government Association (LGA) conference through financial support from the NSW Aboriginal Land Council.

**LEICHHARDT MUNICIPAL COUNCIL****NOTICE OF MOTION**

<b>DIVISION:</b>	MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN
<b>SUBJECT:</b>	ITEM 46 BOYCOTTING OF JAMES HARDIE
<b>FILE REF:</b>	F
<b>DATE:</b>	10 August 2007
<b>WORD PROCESSING REF:</b>	G:\BP\Agendas\2005 agendas\220205BP2.DOC

**COUNCILLORS MCKENZIE AND HAMILTON****Background:**

It is very pleasing to note that on 21 December 2004, the ACTU, Unions NSW and asbestos groups signed Heads of Agreement with James Hardie in a bid to resolve this issue. This has led to suggestions from a number of parties that consideration should now be given to the lifting of any bands placed on that company's products.

While this Council commends James Hardie for entering discussions on its responsibilities and for signing Heads of Agreement, it must be recognised that this document is not legally binding. The Heads of Agreement is a significant step towards ensuring the company funds its current and future compensation liabilities and provides a basis for a legally binding Principal Agreement which is due to be completed by June this year.

In recognising that it is in the interests of all parties that the company remain viable in order that it can meet its obligations to the victims of asbestos, I believe that Council should exercise caution when giving consideration to the lifting of the prohibition on the use of James Hardie's products, prior to completion of the Principal agreement.

Councillors will recall that at council meeting on 27th July 2004 it was resolved that

**C227/04 RESOLVED****MURPHY/MCKENZIE**

That Leichhardt Municipal Council boycotts all James Hardie products until full compensation is guaranteed to existing and future victims of asbestos related disease.

That the Mayor on behalf of Council writes to James Hardie Industries informing them of our decision to boycott their products, and the reasons for the boycott.

That the Mayor on behalf of Council writes to the Labor Council of NSW and the CFMEU informing them of our decision to boycott James Hardie Industries.

**Recommendation**

That Leichhardt council defer consideration of the lifting of its prohibition on the use of James Hardie products until all parties have executed the legally binding Principal Agreement.

